

SCHOOL DISTRICT OF WAUZEKA-STEUBEN

ALTERNATIVE TRANSPORTATION

The Board recognizes the need for some school employees, or other persons serving in an official capacity, to use their own motor vehicle for school purposes.

Transportation by private vehicle shall be strongly discouraged and used only when no other transportation is available. The use of privately owned vehicles for school business is recognized, provided prior approval has been given by the Principal and/or District Administrator.

To safeguard the District, employees, and students in matters of liability, particularly as it relates to the transporting of students, the following policy guidelines shall be observed:

Employees of the School District of Wauzeka-Steuben may use a private motor vehicle to transport nine (9) or less passengers in addition to the operator provided:

1. The *Alternative Method of Transportation* form is submitted at least 48 hours prior to use, to Principal or designee. This form shall be kept on file in the District Office.
2. The private vehicle is insured by a policy providing property damage coverage with a limit of not less than \$10,000, bodily injury liability coverage limits of not less than \$25,000 for each person, and, subject to the limit for each person, a total limit of not less than \$100,000 for each accident.

The District shall assume no responsibility for liability in case of accident, unless the employee or other person serving in an official capacity has obtained the necessary authorization. In all cases, however, the driver's automobile insurance is the primary carrier with the District's insurance being secondary.

3. Such motor vehicle shall be inspected annually for compliance with the requirements of Wis. Stats. §110.075 and Ch. 347, and the rules of the Department of Transportation. The owner or lessee of the vehicle is responsible for the annual inspection.
4. The vehicle may not be used to transport more persons than can be seated on the permanently-mounted seats facing forward without interfering with the driver.
5. The vehicle is equipped with seat belts for each passenger and driver, and all passengers and the driver are required to wear the seat belts.
6. Prior to the event, each driver using a private vehicle to transport students for any reason must sign a Student Transportation Consent form and have it on file in the District Office.

7. That the operator:
 - a. possesses a valid Wisconsin Operator's license;
 - b. is at least twenty-one (21) years of age;
 - c. has sufficient use of both hands and the foot normally used to operate the foot brake and foot accelerator (or a vehicle equipped for the operator's specific physical disabilities);
 - d. submits at least once every three (3) years to the school a medical opinion in such form as the school may prescribe that the operator is not afflicted with or suffering from any mental or physical disability or disease, such as to prevent the operator from exercising reasonable control over a motor vehicle;
 - e. has not been convicted of reckless driving under Wis. Stats. §346.62, operating a motor vehicle while under the influence of an intoxicant or of a controlled substance under Wis. Stats. §346.63(1) or any of the offenses enumerated under Wis. Stats. §343.31(1) within a two-year period; and
 - f. the motor vehicle operator will have used no alcoholic beverage or other drugs within twelve (12) hours of operating a vehicle to transport students or school personnel.

Legal References: Wis. Stats. §§110.075 and Ch. 347; 346.62; 346.63(1); §343.31(1)

Cross References: Policy 751 Transportation Services

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Date Reviewed: