

LIONSGATE ACADEMY

923 STUDENT BUS TRANSPORTATION

Original Adoption Date: 12/17/2013

Revision Date(s): 10/21/2014, 11/20/2015, 10/20/2018, 6/1/2021

Review Date(s): 09/30/2014, 6/11/2015, 10/20/2018

I. PURPOSE

It is Lionsgate Academy's policy to provide safe and efficient school bus transportation to its students.

II. GENERAL STATEMENT OF POLICY

A. General Transportation:

1. The district provides transportation to students who live 1/2 mile or more from the district's campus(es) and within the district where the campus(es) is located at no charge.
2. Parents who live outside the geographic boundaries of the school district in which Lionsgate Academy is physically located may opt to transport their student to an established Lionsgate Academy bus/van stop within the district borders. If they do so, their student shall be provided transportation from and to that stop on the same basis as other students whose residence is within the school district borders.

B. Special Transportation:

1. The district also provides transportation to students, who, because of the severity of their disability, require special transportation (as specified in the student's IEP or 504 Accommodation Plan) as a related service in order to receive a Free and Appropriate Public Education (FAPE).
 - a. According to 34 C.F.R. § 300.34 (c) (16), related services are defined as
 - i. *General. Related services* means transportation and such developmental, corrective, and other supportive services as are required to assist a child with a disability to benefit from special education, and includes speech-language pathology and audiology services, interpreting services, psychological services, physical and occupational therapy, recreation, including therapeutic recreation, early identification and assessment of disabilities in children, counseling services, including rehabilitation counseling, orientation and mobility services, and medical services for diagnostic or evaluation purposes. Related services also include school health services and school nurse services, social work services in schools, and parent counseling and training.
 - b. According to the Minnesota Department of Education, basic requirements for special transportation are:
 - i. Special transportation is required because specialized equipment is required.
 - ii. Special transportation is required because of the location of the special education program.

2. The IEP team is charged with making data based decisions regarding a student's need for special transportation as a related service. The IEP team will review the necessity of special transportation annually at the IEP meeting, as with any other related service.
 3. Students with a disability requiring special transportation must be unable to ride a regular bus and require this related service in order to access their education.
 4. It is the contracted transportation company's responsibility to adhere to Lionsgate Academy's policies and procedures regarding transportation.
 5. It is the parent's responsibility to have their child meet the school bus at the street, curb, or driveway, unless that responsibility has been modified and agreed to through the Section 504 or IEP process.
 - a. MN Rules 7470.1700, Subp. 3.C requires that "Each driver and aide assigned to a vehicle transporting pupils must...assist pupils with disabilities on and off the bus when necessary for their safe ingress and egress from the bus..."
 6. Drop-off time: No one home
 - a. The driver will check the student's transportation plan (part of the Individual Education Plan) to see if the student may be left alone or if there is an alternate destination listed on the Transportation Plan.
 - b. If the Transportation Plan does not indicate that the student can be left alone and does not indicate an alternate destination, out of concern for the student's safety, the van driver and transportation department will attempt to make contact with parent/guardian prior to leaving the students home.
 - c. If contact cannot be made, the transportation company will contact the Lionsgate Academy main office. At that time a determination will be made to either drop off the student back at the school and/or remand the student to public authorities.
- C. School Bus Safety Training
1. Lionsgate Academy will provide enrolled students utilizing school district transportation through grade 10 with age-appropriate school bus safety training, as described, of the following concepts:
 - a. transportation by school bus is a privilege and not a right;
 - b. district policies for student conduct and school bus safety;
 - c. appropriate conduct while on the school bus;
 - d. the danger zones surrounding a school bus;
 - e. procedures for safely boarding and leaving a school bus;
 - f. procedures for safe street or road crossing; and
 - g. school bus evacuation.
- D. Videotaping on Transportation
1. Placement
 - a. Each and every school bus owned, leased, contracted, and/or operated by the District shall be equipped with a fully-enclosed box for placement and operation of a video camera and conspicuously placed signs notifying riders that their conversations or actions may be recorded on tape.
 - b. A video camera will not necessarily be installed in every school bus owned,

leased, contracted, and/or operated by the District, but cameras may be rotated from bus-to-bus without prior notice to students.

2. Use of Videotape

- a. A videotape of the actions of student passengers may be used by the District as evidence in any disciplinary action brought against a student, arising out of the student's conduct on the bus.
- b. A videotape will be released to the public only in conformance with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, and the Family Educational Rights and Privacy Act, 20 U.S.C. §1232g, and the rules and/or regulations promulgated there under.
- c. Videotapes will be viewed by District personnel on a random basis and/or when discipline problems on the bus have been brought to the attention of the District.
- d. A videotape will be retained by the District for a period of two (2) weeks, or until the conclusion of disciplinary proceedings in which the videotape is used for evidence.

Legal References:

Minn. Stat. § 123B.90

34 C.F.R. § 300.34(a)

Minn. Stat. Ch. 13

Family Educational Rights and Privacy Act, 20 U.S.C. §1232g