

ESCE BOARD POLICY
SECTION 2: GOVERNANCE POLICIES
Title: Transportation Committee

2-1-7

Background

The ESCE Board is committed to provide access to safe transportation for those students whose parents request this service. This policy applies to the students, drivers, transportation administrators and other personnel involved in the daily overall operation and maintenance of the transportation service and equipment for which the ESCE Executive Director is ultimately responsible.

Policy

Transportation service is limited to the time when a student steps onto the bus up to the time the student steps off of the bus.

Criteria for transportation eligibility is as follows:

- Most eligible are rural families where there is no public transportation available.
- Next eligible are those families where public transportation is available but not acceptable.
- Least eligible are those families where public transportation is available and acceptable.

The Board's goal is to minimize the number of students who have a one-way ride of more than 60 minutes provided that it is economically feasible to do so.

Composition and Organization

The committee shall be composed of:

- One Board member, who would ordinarily chair the committee
- 2 community members (1 from Northeast and 1 from West communities)
- The Transportation Coordinator.
- The Executive Director

The committee will select its secretary. The committee should normally meet every month; or at the discretion of the chairperson.

Duties and Responsibilities

- A. Design bus routes annually to meet the needs of students who enroll for transportation before the annual designated spring enrollment deadline.
- B. Once the deadline has past, the Committee, at their monthly meeting, will review existing bus routes and determine whether newly enrolled students can be accommodated within the existing bus routes.
- C. Establish procedures and publish requisite forms for the systems operation.
- D. Ensure bus routes include transportation to and from all three ESCE schools, including a

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separate route to and from the NE school for Senior High School students only.

- E. Ensure that the fee structure implemented by the Board annually (during budget considerations) is adhered to. The fee structure will take into account the following guidelines and considerations:
 - 1. A minimum of sixty (60) percent of all transportation service's costs will be recovered through a monthly fee.
 - 2. The cost of providing and administering the service.
 - 3. The funds available from sources other than students' families.
 - 4. The incorporation of a "family-rate".
- F. Ensure that all transportation service operations are done in accordance with all applicable laws, regulations and safety requirements.
- G. Ensure there is a formal appeal process in place for all transportation-related disputes. The ESCE Board has final decision authority on these matters and reserves the right to suspend expel or refuse transportation services.