

## **I. PURPOSE**

The purpose of this policy is to make clear to students, parents and staff NWSISD's policy regarding the transportation of students participating in NWSISD programs, activities and magnet schools to other sites during those programs and activities.

## **II. GENERAL STATEMENT OF POLICY**

The determination as to whether to provide transportation for students to and from NWSISD program or activity sites shall be made by the NWSISD school board. This determination shall include, but is not limited to, the decision to provide transportation, the persons to be transported, the type or method to be utilized, all transportation scheduling and coordination, and any other transportation arrangements or decisions. NWSISD staff planning off-site activities shall be advised by the Executive Director or her/his designee, as to the transportation arrangements made, if any.

## **III. ARRANGEMENT FOR TRANSPORTATION TO OFF-SITE ACTIVITIES**

NWSISD staff shall undertake independent arrangement, scheduling or coordination of transportation for off-site activities only when specifically directed or approved by the Executive Director. NWSISD staff will notify the Executive Director of all transportation arrangements made.

## **IV. NWSISD STAFF TRANSPORTATION OF STUDENTS**

In the event of an emergency or other unforeseeable circumstances, staff are authorized to make appropriate transportation arrangements for students as necessary. NWSISD staff will transport students in non-emergency circumstances only when such transportation is approved by the Executive Director. If any transportation arrangements are made by NWSISD staff pursuant to this section, the relevant facts and circumstances shall be reported to the Executive Director. All vehicles used to transport students shall be properly registered and insured.

## **V. FEES**

In its discretion, NWSISD or its member school districts may charge fees for transportation of students to and from NWSISD programs or activities occurring off-site, where attendance is optional.

**Legal References:** Minn. Stat. § 123B.36 (Authorized Fees)

**Cross References:** NWSISD Policy 610 (Field Trips)  
NWSISD Policy 709 (Student Transportation Safety Policy)  
MSBA Service Manual, Chapter 10, Transportation

*Adopted: April 16, 2003*

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