

SPECIAL USE OF SCHOOL BUSES

The Maquoketa Valley Community School District may approve the use of school district buses for special programs such as summer use for swimming instruction and little league baseball or softball activities. Approved use is subject to the following:

1. The sponsoring organization will provide a written request to the Business Office for the use of school transportation specifying (a) name of the organization or group; (b) number of passengers; (c) date, times and place transportation is needed.

2. The sponsoring organization must provide the school district with a certificate of insurance with a minimum coverage of:

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|--|-------------------|
| a. Bodily Injury and Property Damage | \$1,000,000 |
| b. Medical Payments | \$5,000 |
| c. Uninsured Motorist & Under-insured Motorist | \$1,000,000 |
| d. Physical Damage to Bus | Actual Cash Value |

3. The bus driver must be properly licensed and certified by the State of Iowa and approved by the Supervisor of Maintenance and Transportation.

4. Fees:

(a) Cost of Driver(s) -- Paid directly to the driver by the sponsoring organization.

(b) Cost of fuel, oil and any incidentals while the bus is checked out to the sponsoring organization such as tire repair, towing, etc. These costs will be paid directly by the sponsoring organization. When the sponsoring organization is finished using the school bus they will fuel before returning to the district.

Use of School Buses by Private Schools

Delhi Head Start Program are eligible to use Maquoketa Valley school buses for field trips subject to the following:

1. Availability of a bus;
2. Driver(s) to be approved by the Coordinator of Maintenance and Transportation

3. Delhi Head Start is to pay the driver(s) at the current rate established for trips by the Maquoketa Valley School District.
4. Delhi Head Start is to reimburse the school district at the cost per mile rate as established by the most current Annual Transportation Report.

Transportation for Head Start or similar programs

1. In order to be eligible for transportation on a Maquoketa Valley bus, Headstart children must be at least four years old on/or before September 15 of the current school year. With approval from the Director of Transportation, 3 year-olds may be eligible to ride if the 3 year-old is accompanied by a sibling who is at least 10 years of age.
2. The children must live on a presently established bus route or will meet the bus at a designated bus stop.
3. The parents and/or Head Start personnel must meet the bus to take charge of the children at the destination point.
4. Transfer of a Head Start child from the regular bus to the shuttle bus is the parent's responsibility.
5. Maquoketa Valley's responsibility is limited to the time the child is actually on the bus.

LEGAL REFERENCE: Code of Iowa, Chapter 285.1(10) et seq.

CROSS REFERENCE: Board Policy 702.060

DATE OF ADOPTION: January 14, 1981

DATE OF REVISION: January 19, 2009

MAQUOKETA VALLEY COMMUNITY SCHOOL DISTRICT
DELHI, IOWA 52223