

**GUIDELINES FOR OPERATING SCHOOL BUSES IN INCLEMENT
WEATHER**

The Maquoketa Valley Board of Directors recognizes that there will be times when fog, rain, snow, ice or other natural conditions may hinder operation of the Maquoketa Valley Community School District buses. Accordingly, the following procedures will be utilized.

1. It will be the responsibility of the Superintendent of Schools or his/her designee to make the final decision as to when the Maquoketa Valley Schools will be closed due to adverse weather conditions. If it is necessary to close any school within the Maquoketa Valley School District due to adverse weather conditions, then all attendance centers within the Maquoketa Valley Community School District will be closed.

2. The Supervisor of Maintenance and Transportation, after conferring with individual bus drivers, will designate alternative drop and pick-up points for each bus route in the event that adverse conditions exist along the regular route.

3. A list of the alternative drop or pick-up points as determined in (2) above will be provided to each family utilizing school transportation for the route affected. The decision as to when to utilize the alternative drop or pick-up schedule rests with the regular driver of the affected route.

4. If time permits, the regular driver of the route affected by adverse weather conditions will notify the parents, by telephone or "telephone tree" when the alternative drop - pick-up schedule is to be used unless the adverse weather conditions are general throughout the District.

5. In the event a bus driver at any point during his or her assigned route determines that existing conditions prevent the driver from continuing his or her route, the driver shall, at the earliest opportunity, contact the Supervisor of Maintenance and Transportation. Upon receipt of this notice, parents of the affected riders shall be notified in a manner best suited to the situation, and plans shall be made for the temporary management of all students involved until conditions are sufficiently improved to allow the driver to continue.

6. When adverse conditions exist prior to the beginning of a school day, and either a temporary delay appears necessary or it has been determined to cancel school for that day, students and parents shall be notified by commercial radio and television stations as early as possible on that day.

7. Should adverse weather conditions develop during a school day and it has been determined that school shall be dismissed early, students and parents will be notified by commercial radio and television.

CROSS REFERENCE: Board Policy 504.070
DATE OF ADOPTION: January 14, 1981
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