



KEYSTONE OAKS SCHOOL DISTRICT
1000 Kelton Avenue
Pittsburgh, PA 15216

BOARD OF SCHOOL DIRECTORS

SPECIAL VOTING MEETING

SATURDAY, JULY 12, 2014
9:00 AM

**KEYSTONE OAKS SCHOOL DISTRICT
SCHOOL DIRECTORS' CALENDAR OF COMING EVENTS**

July 12, 2014 – Special Voting Meeting

9:00 AM Meeting

- Call to Order – President
- Pledge of Allegiance
- Public Comment
- Adjournment

August 19, 2014 – Work Session

7:00 PM Meeting

- Call to Order – President
- Pledge of Allegiance
- Public Comment
- Review of Reports
- Public Comment
- Adjournment

SUPERINTENDENT'S REPORT

July 12, 2014

Dr. William P. Stropkaj

BOARD ACTION REQUESTED

I. SECOND READING OF REVISED POLICY NO. 810: TRANSPORTATION

In accordance with Board Policy No. 011, the Administration recommends the SECOND READING of revised Policy No. 810: *Transportation*.

ACTIVITIES & ATHLETICS REPORT

July 12, 2014

Mr. David Hommrich, Chairperson

BOARD ACTION REQUESTED

I. OVERNIGHT TRIP / COMPETITION

It is recommended that the Board approve the following overnight trip:

Keystone Oaks High School – Girls Soccer Camp

Ligonier, PA

Sunday–Thursday – August 10-14, 2014

Coaches: Frank Accetta, Danielle Kandrack

Approximate number of students participating – 22

No District funds requested

Policy Guide



Policy No. 810

Section OPERATIONS

Title TRANSPORATION

Adopted AUGUST 21, 1989

Revised JANUARY 17, 2013
MARCH 19, 2001

POLICY NO. 810 TRANSPORTATION		
Section 1	<p><u>Purpose</u></p> <p>Transportation for students shall be provided in accordance with law and Board policy.</p>	
Section 21	<p><u>Authority</u></p> <p>Transportation shall be provided for qualified students residing in the boroughs of Green Tree, Dormont, and Castle Shannon, in accordance with the law and Board policy.</p> <p>Such transportation will be provided from a designated school bus stop near the student’s permanent residence, to school and return to the same designated school bus stop. Parents who desire to have their child(ren) picked up from or transported to an alternate bus stop, shall make special written application to the District Transportation Office. The District shall honor such requests provided the alternate stop currently exists, and the existing bus serving that stop is not filled to capacity, without regard to whether student requesting such special service is designated a walker or rider. Any special transportation arrangements granted are valid for the current school year only, with requests to be made and considered each succeeding year. Any student having special transportation arrangements shall be denied such special arrangements in the event the particular bus becomes filled with regular use riders. Nothing in this policy shall be interpreted to cause the District to provide transportation for any purpose other than those specifically identified in this policy.</p>	<p>SC 1361, 1362 22 PA Code 22 Sec. 23.1, 23.2, 23.4</p>

POLICY NO. 810 TRANSPORTATION

Transportation schedules shall be established by the Superintendent or Designee so that all pupils are returned to their designated school bus stop no later than one (1) hour after the end of the school day.

The School District reserves the further right, in its sole discretion, to transport any student during the school day, i.e., after the student has arrived at school, regardless of whether the student has otherwise been designated as a walker for purposes of this policy, in emergency situations or where the School District deems such transportation necessary to the student’s participation in his/her normal program(’s). Nothing set forth herein shall obligate the School District to provide such transportation at the request of a parent.

The Board shall transport eligible resident students who are enrolled in non-district public schools within the distance prescribed by law.

SC 1361

Section 32 Guidelines

Transportation services for preschool children will not be provided by the District.

Bus Stop Locations

- a. Stops will generally be located no closer the 0.3 miles apart; however, on routes designated hazardous by the Pennsylvania Department of Transportation, stops may be schedules according to the law.
- b. Stops will generally be located at intersections, and not at a student’s home. Exceptions may be made for special education students and for students living on designated hazardous routes.

Walkers and Walking Distances

- a. Students will generally walk 0.3 miles to a bus stop. Elementary students may be required to walk up to 1.5 miles and secondary students may be required to walk up to 2.0 miles to a bus stop.

~~24. P.S. 25~~ SC 2541

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- b. Elementary students (grades K-5) whose permanent residence is less than or equal to 1.5 miles to the school grounds as measured along a public roadway or roadways, shall be designated as walkers. The distance for secondary students (grades 6-12) shall be 2.0 miles.
- c. Exceptions may be made for students living on designated hazardous routes.

SC 1362
67 PA Code Sec.
447.1 et seq.

Bus Conduct

Proper behavior on a school bus is essential for the safety of all passengers.

School buses and vehicles may be equipped with audio and/or video recording equipment. The Board authorizes use of such equipment for school discipline and security purposes. Each school year, the Superintendent or designee shall notify students and their parents or guardians of this policy by letter mailed to the students' home addresses. Notice that students may be audio recorded must be posted clearly visible on each school bus or school vehicle that is furnished with audio-recording equipment.

18 PA C.S.A. Sec.
5704

It shall be the responsibility of the building principal and/or designee, to ensure that students are appropriately supervised when riding District buses.

22 PA Code Sec.
23.4

To assure the safety of all passengers, the Board has adopted the following Rules of Conduct:

- a. Each student shall be seated immediately upon entering the bus.
- b. No student shall stand or move from place to place during the trip. Students must keep their feet out of the aisle once seated.
- c. Loud, boisterous, profane language, or indecent conduct, shall not be tolerated.
- d. Smoking is prohibited on the bus.
- e. No items of any kind shall be thrown in or from the bus.

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- f. The bus driver has the same authority over a student as does a teacher in the classroom.
- g. Students must board and leave the bus only at their assigned stop.
- h. Bus passes will be issued to all students and must be shown to the driver or school personnel upon request.
- i. Vandalism to the bus will not be tolerated.

Violations of the above rules will be handled as outlined below:

FIRST OFFENSE

A warning will be given to the student. The principal will consult with the student and notify the parent. The principal will work with the driver to assign the student a seat on the bus for the remainder of the semester.

SECOND OFFENSE

Transportation privileges will be suspended for a specific period of time, or the student will be suspended from school. A parent conference will be held.

THIRD OFFENSE

Transportation privileges will be suspended for the remainder of the semester, or the student will be suspended from school. A conference will be held with the parents to discuss the conduct of the student.

A student that is removed from the bus for the remainder of the semester for disciplinary reasons, shall observe the following procedure to request a reinstatement of his/her bus riding privileges:

- a. Student and parent/guardian must submit written request to building principal requesting reinstatement of riding privileges.

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- b. Student and parent/guardian must participate in a conference with the principal and student transportation personnel to review student conduct and evaluate request.
- c. At the completion of the conference, the District will decide the student’s bus riding status.
- d. If the District reinstates the student’s riding privileges, the student will be placed on probationary status for the remainder of the school year.
- e. An infraction of the rules of bus conduct committed by a student on probationary status will result in suspension of bus riding privileges for the remainder of the school year. Should this occur, the student and his/her parent/guardian must again apply for restoration of riding privileges.

Third offenses committed during the last thirty (30) days of the school year will result in suspension of transportation privileges for the first semester of the following year.

SERIOUS OFFENSE

(Including, but not limited to smoking and vandalism)

Offenses of a serious nature that affect the health or safety of bus occupants or damage the bus, will result in suspension from school even though the offense is a first infraction of the rules. Parents/guardians of students guilty of vandalizing a bus will be responsible for the cost of repairs to the bus.

Nothing set forth in the policy will be applied in violation of the rights of students as provided under the Individuals with Disabilities Education Act, as Reauthorized.

Review of Employees Personnel Files

The District shall review the application materials and complete background checks for all bus drivers employed by the Transportation Companies providing transportation services to the District, pursuant to the School Code and the contracts with

22 PA Code Title
22 Sec 23.1

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each Transportation Company at the beginning of each school year. The District retains the discretion to request that an operator not be used to transport District students, upon proper notice to the Transportation Company.

This responsibility is in addition to the requirement for clearances that must be presented to the District when an individual is initially hired by the District or the contract carriers.

Reports of Employee Crimes/Child Abuse

District bus drivers and/or the District’s transportation contract carriers shall be responsible to inform the district in writing at the beginning of each school year whether or not they or any of their employees:

1. Have been charged, subsequent to approval as a District bus driver, with a criminal offense that would bar their employment as bus drivers or contracted service providers.
2. Were charged with a crime deemed serious under the criteria established by law.
3. Have been charged with or convicted of crimes that affect their suitability to have direct contract with students.

SC 111

This responsibility is in addition to the requirement for clearances that must be presented to the district when an individual is initially hired by the District or the contract carriers.

The District and contract carriers shall have procedures in place to ensure they are notified by their employees when the employees are charged with crimes or child abuse. The procedures shall also include provision that the failure on the part of employees to make such a timely notification shall subject them to disciplinary action, including termination.

If any bus drivers have been charged as stated in the policy, the transportation contract carriers shall, in their written, yearly

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notification, include the name of the employee, nature(s) of the offense(s), and the status of the disposition. The District will review this information to determine if the employee shall continue to transport District students.

References:

PA School Code – 24 P.S. Sec. 111, 1361, 1362, 2541

State Board of Education Regulations – 22 PA Code Sec. 23.1, 23.2, 23.3, 23.4

State Department of Transportation Regulations – 67 PA Code Sec. 447.1 *et seq.*

PA Crimes Code – 18 PA C.S.A. Sec. 5704