STUDENT TRANSPORTATION SERVICES - REGULATIONS

Rules and procedures for Organization of the Shuttle Bus Run:

A. Each school office will have a sign-up period for the activity at least one (1) week before the activity begins. The sign-up sheet will include the following information:

Name, town, bus number (morning), whether the pupil plans to utilize the shuttle or furnish his/her own transportation.

B. Pupils from all towns in the District will be provided an opportunity to sign up for service on a daily basis in each school office.

1. Daily reminders will be given with morning announcements that sign up is necessary.

2. By 1:00 p.m. the bus garage will be notified of the number from each of the towns who need transportation on that day.

3. The Director of Support Services will be notified immediately of any change in schedule or practices.

4. Only pupils participating in school activities or who were required to remain for make-up or other teacher requirements are allowed to travel on the shuttle. Individuals who were held by teachers will require a pass from the principal.

5. A place in each town shall be designated as an unloading area. If convenient, drops may be made on the way, but the bus will not veer from the established route.

6. When there are insufficient numbers of requests to justify running the shuttle, or when it is necessary to cancel the shuttle, the schools shall be notified immediately.

Legal Reference: TITLE 20A MRSA Sec. 5401

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