

Corvallis School District

NONINSTRUCTIONAL OPERATIONS

8121

District-Owned Vehicles

The District owns and maintains certain vehicles. Included among them are pickups, school buses and vans. These are for use by properly authorized personnel of the District for District business purposes. The following regulations shall apply to the use of these vehicles:

Any driver who receives a citation for a driving violation shall personally pay all fines levied. All citations received while operating a District vehicle shall be reported to the driver's supervisor. Failure to report any violation or the violation itself may result in disciplinary action.

Bus and Vehicle Maintenance, District

Buses used in the District's transportation program shall be in safe and legal operating condition. All buses shall be inspected by the Department of Justice, Montana Highway Patrol before the beginning of each semester. The Superintendent shall establish a specific list of tasks that bus drivers shall perform on a daily basis. All other District vehicles shall be maintained following established programs as developed by the Superintendent.

Bus Maintenance - Non-Owned Vehicles

The Superintendent's designee will make periodic inspections of the buses and drivers. Copies of inspection reports are to be made available to the administration and the contractor. Follow-up checks are to be made to see that necessary corrections are made. The Highway Patrol also inspects these buses if they are used for home-to-school and back transportation. For the District to receive state/county reimbursement, the bus must be inspected by the Highway Patrol.

It is recommended that these inspections coincide with the state inspections conducted by the Highway Patrol. However, other inspections may be conducted as deemed necessary by the Superintendent.

Policy History:

Adopted on: 11-4-98

Effective date: 1-1-99

Revised on: