



Book	Policy Manual
Section	5000 - Non-Instructional/Business Operations
Title	Transportation of Students
Code	5730
Status	Active
Last Revised	September 5, 2019

SUBJECT: TRANSPORTATION OF STUDENTS

Requests for Transportation to and from Non-Public Schools

Except as set forth below, effective July 1, 2020, the District shall only transport students to schools, public or non-public, within the boundaries of the Mechanicville City School District.

Transportation of Students with Disabilities

Students with disabilities in the District shall be transported up to fifty (50) miles (one way) from their home to the appropriate special service or program, unless the Commissioner certifies that no appropriate nonresidential special service or program is available within fifty (50) miles. The Commissioner may then establish transportation arrangements.

Student Information

Any mode of transportation used on a regular basis to transport students with a disability on a regularly scheduled route shall, upon written consent of the parent or person in parental relation, have maintained on such mode of transportation the following information about each student being transported:

- a) Student's name;
- b) Nature of the student's disability;
- c) Name of the student's parent, guardian or person in a position of loco parentis (person in parental relation) and one or more telephone numbers where such person can be reached in an emergency; and/or
- d) Name and telephone number of any other person designated by such parent, guardian or person in a position of loco parentis as a person who can be contacted in an emergency.

Such information shall be used solely for the purpose of contacting such student's parent, guardian, person in a position of loco parentis, or designee in the event of an emergency involving the student, shall be kept in a manner which retains the privacy of the student, and shall not be accessible to any person other than the driver or a teacher acting in a supervisory capacity. In the event that the driver or teacher is incapacitated, such information may be accessed by any emergency service provider for such purpose.

Such information shall be updated as needed, but at least once each school year and shall be destroyed if parental consent is revoked, the student no longer attends such school, or the disability no longer exists.

Herein the term "disability" shall mean a physical or mental impairment that substantially limits one or more of the major life activities of the student, whether of a temporary or permanent nature.

Transportation of Non-Resident or Private/Parochial School Students

Non-resident students attending District schools and students attending private or parochial schools outside District boundaries, must provide their own transportation.

Transportation to School Sponsored Events

Where the District has provided transportation to students enrolled in the District to a school sponsored field trip, extracurricular activity or any other similar event, it shall provide transportation back to either the point of departure or to the appropriate school in the District unless the parent or legal guardian of a student participating in such event has provided the District with written notice, consistent with District policy, authorizing an alternative form of return transportation for such student or unless intervening circumstances make such transportation impractical. In cases where intervening circumstances make transportation of a student back to the point of departure or to the appropriate school in the District impractical, a representative of the School District shall remain with the student until such student's parent or legal guardian has been contacted and informed of the intervening circumstances which make such transportation impractical; and the student has been delivered to his/her parent or legal guardian.

Transportation in Personal Vehicles

Personal cars of teachers and staff shall not be used to transport students except in the event of extenuating circumstances and authorized by the administration.

Education Law Sections 3635, 1604, 1709, 1804, 1903, 1950, 2503, 2554, 2590-e, 3621(15), 3623-a(2c), 3635, 4401(4), 4404 and 4405
Vehicle and Traffic Law Section 375(20)(1) and 375(21-i)

NOTE: Refer also to Policy #7131 -- [Education of Students in Temporary Housing](#).

1st reading: 8/29/2019
2nd reading: 9/5/2019
Adopted: 9/5/2019

Legal Education Law Sections 1604, 1709, 1804, 1903, 1950, 2503, 2554, 2590-e, 3621(15), 3623-a(2c), 3635, 4401(4), 4404 and 4405
Vehicle and Traffic Law Section 375(20)(1) and 375(21-i)

Cross References [Education of Students in Temporary Housing](#)