

# Marion County Board of Education

Monitoring: <b>Review: Annually, in October</b>	Descriptor Term:  <b>Private Vehicles</b>	Descriptor Code: <b>3.404</b>	Issued Date: <b>04/24/01</b>
		Rescinds: <b>3.404</b>	Issued: <b>12/15/97</b>

1 The Board recognizes that certain employees may need to use their private vehicles for school purposes.  
2 With the use of private vehicles, the following policy shall be observed:  
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- 4 1. To use a private vehicle for school purposes, the employee must have the written permission of  
5 the director of schools or his designee and proof of vehicle liability insurance coverage in the  
6 following forms:
  - 7 a. A copy of the insurance certificate issued to the insured indicating liability limits of at least  
8 \$100,000/300,000/50,000; and  
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  - 10 b. A specific permit for each trip involving students, including field trips.  
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- 12 2. The school system shall assume no responsibility for liability in case of accident, unless the  
13 employee has the proper authorization described above.  
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- 15 3. The Board specifically forbids any employee to transport students for school purposes without  
16 prior authorization by the director of schools or his/her designee.  
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- 18 4. Privately-owned school buses and drivers of such shall meet all requirements of state law and state  
19 Board Rules, Regulations, and Minimum Standards.<sup>1</sup>  
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- 21 5. No student shall be sent on errands, personal or school-related, in a vehicle owned by the student,  
22 an employee, or the school system.  
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- 24 6. No employee may ask for or give permission to students to transport other students to and from  
25 any school or school-related activity without written parental permission and proof of student  
26 insurance.  
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Legal Reference:

- 35 1. TRR/MS 0520-1-5  
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