

Marion County Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Contracted Bus Service	Descriptor Code: 3.405	Issued Date: 04/24/01
		Rescinds: 3.405	Issued: 12/15/97

1 The director of schools will contract annually with individual owners of buses to provide student
2 transportation services.²

3 4 **RESPONSIBILITIES OF BUS OWNERS**

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- 6 1. Each school bus and all related equipment shall be maintained in condition to operate safely at all
7 times during the school year and shall conform to specifications as set forth by the State Board of
8 Education¹ and National Highway Traffic Safety Administration.
- 9
- 10 2. Each bus driver shall obey all applicable state rules and regulations.
- 11
- 12 3. A school bus owner shall give proper written notice to the Board when he/she wishes to terminate
13 his/her bus operation contract.
- 14
- 15 4. A school bus owner shall secure the approval of the director of schools before he may sell his bus
16 during the period of his/her contract. The sale of a bus does not obligate the superintendent to enter
17 into contract with the new owner.
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- 19 5. Each school bus owner shall have on file in the director of schools' office a current statement of
20 liability and property damage insurance coverage carried on the bus.
- 21
- 22 6. Each school bus owner must specify for the director of schools' approval the name of the designated
23 driver and at least one substitute driver of his/her bus.
- 24
- 25 7. Each school bus driver shall submit to the director of schools the results of his latest physical
26 examination.
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- 28 8. By the end of the first month of each school year, each bus owner shall file with the director of
29 schools on forms approved by the Board a report giving an accurate record of the names of all
30 students transported on his/her bus and the school to which each student is transported.

31 32 **PRIVATE TRIPS**

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34 The school principal shall negotiate with contractor and make the final decision as to which bus gets the
35 contract for taking a private trip.

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37 Whenever the principal contracts for the service of a school bus for an extra trip, money will be collected
38 by the principal or his designated representative and will be paid to the school bus contractor in one lump
39 sum.

1 Whenever a school bus contractor uses his bus for an extra or special school-or department of education-
2 sponsored trip, the contractor will abide by the same rules and regulations required in the everyday regular
3 bus route operation.

4
5 Whenever a school bus contractor uses his bus for a trip that is not school sponsored or authorized by the
6 Department of Education, he/she may elect to abide by either of the following:

- 7
8 1. Contractor will leave the word **Marion** exposed on side of the bus and abide by the rules
9 and regulations required in the everyday regular bus route operations. Contractor of driver
10 will require passengers to abide by the same rules and regulations pertaining to school bus
11 pupils in the everyday regular bus route operations.
- 12
13 2. Contractor may cover the word **Marion** on each side of the bus in such a manner as not
14 to be visible to the general public and operate his bus in any manner he so desires.

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41 Legal Reference:

- 42 1. TRR/MS 0520-1-5
- 43 2. TCA 49-6-2101