

# Van Buren 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>10/18/12</b>
		Rescinds: <b>3.404</b>	Issued: <b>04/19/12</b>

1 The Board recognizes that certain employees may need to use their private vehicles for school pur-  
2 poses. 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/ designee and proof of vehicle liability insurance coverage in a sufficient  
6 amount, as determined by the director of schools.
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- 8 2. The school system shall assume no responsibility for liability in case of accident, unless the  
9 employee has the proper authorization described above.
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- 11 3. The Board specifically forbids any employee to transport students for school purposes without  
12 prior authorization by the director of schools or his/her designee.
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- 14 4. Privately-owned school buses and drivers of such shall meet all requirements of state law and  
15 state Board Rules, Regulations, and Minimum Standards.<sup>2</sup>
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- 17 5. No student shall be sent on errands, personal or school-related, in a vehicle owned by the student,  
18 an employee, or the school system.
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- 20 6. No employee may ask for or give permission to students to transport other students to and from  
21 any school or school-related activity without written parental permission and proof of student  
22 insurance.
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24 The Board recognizes that volunteer parent drivers are often needed to use their private vehicles for  
25 school purposes. The volunteer parent drivers who use a private vehicle must provide proof of vehicle  
26 liability insurance coverage in the form of an insurance certificate in a sufficient amount, as determined  
27 by the director of schools.<sup>1</sup>

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Legal Reference:

- 32 1. TCA 29-20-403(b)(3); OP Tenn. Atty. Gen. 04-136 (August 24, 2004)
- 33 2. TRR/MS 0520-1-5
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