

**STUDENT TRANSPORTATION SERVICES**  
*(Student Transportation in Private Vehicles/Common Carriers)*

Section 304.060, RSMo., authorizes vehicles other than approved school buses to be used for transportation of students subject to regulations adopted by the State Board of Education. The district, its officers and employees, volunteers and every person employed under contract by a school district shall be subject to these regulations. All contracts executed for transporting children in school buses on behalf of the district shall include a reference to these regulations. The following is a copy of Missouri Regulation 5 C.S.R. 30-261.045:

**I. Requirements for Transportation of Students in Vehicles Designed for Transporting more than Ten Passengers Including the Driver**

- A. After July 1, 2001, newly purchased, newly leased, newly contracted vehicles or vehicles replaced under contracted services with a rated capacity, as defined by the manufacturer, to carry more than ten passengers including the driver that are used to transport students to or from school or to transport students to or from any place for educational purposes or school purposes shall meet state and federal specification and safety standards applicable to school buses. Contract common carriers meeting federal Department of Transportation standards may be used for field trips as outlined in Section III of this procedure.

**II. Requirements for Transportation of Students in Vehicles Designed for Transporting Ten Passengers or Less Including the Driver**

- A. The number of passengers, including students and driver, that may be transported at any one time shall be limited to the number the manufacturer suggests as appropriate for that vehicle in accordance with ' 304.060, RSMo., or if not posted in the vehicle, then limited to the number of seat belts in the vehicle.
- B. The driver and each passenger shall be properly secured with the appropriate seat restraint at all times while the vehicle is in motion.
- C. Motor vehicles designed for enclosed passenger transportation may be used subject to approval by the local Board of Education.
- D. Motor vehicles shall be licensed according to law and shall display a current state safety inspection sticker.
- E. The driver of a district-owned or district-contracted vehicle shall have a valid Missouri operator's license for the motor vehicle and comply with ' 302.272, RSMo., and 5 C.S.R. 30-261.010(2)(A) 1-3, not to include a parent or guardian

transporting only his/her children under a written contract with the district and who is not compensated by the district. The parent or guardian shall have a valid Missouri operator's license for the vehicle operated as per 5 C.S.R. 30-261.010(2)(A).

- F. The driver of a privately owned vehicle who is not compensated by the school district to transport students to and from school or school-related events shall have a valid Missouri operator's license for the vehicle operated as per 5 C.S.R. 30-261.010(2)(A). This shall include any person who transports school children as an incident to employment with a school or school district, such as a teacher, coach, administrator, secretary, school nurse or janitor unless such person is under contract with or employed by a school or school district as a school bus operator as per ' 302.010(19), RSMo. Compensation shall be defined for the purpose of this section as any reimbursement received by the driver that exceeds the average cost of operating a car per mile as established by the American Automobile Association.
- G. Motor vehicles shall have liability insurance coverage in accordance with ' 537.610, RSMo., and as required by the local Board of Education.
- H. When transportation service in motor vehicles other than those licensed as school buses is contracted, there shall be a written contract between the district and the individual or firm providing the service.

### **III. Requirements for Transportation of Students in Authorized Common Carriers**

- A. Authorized common carriers shall only be used to transport students to and from field trips or other special trips for educational purposes and shall not be used to transport students to and from school. Authorized common carriers, as used in this procedure, are over-the-road, intercity-type coaches equipped with reclining seats, air conditioning and restroom facilities and holding authority from the Missouri Department of Economic Development, Division of Motor Carrier and Railroad Safety, or the Federal Carrier Safety Administration.
- B. There shall be a written contract between the district and individual or firm providing the vehicle.
- C. All contracts with authorized common carriers shall include:
  - 1. Proof of liability insurance in the amount of five million dollars per accident.
  - 2. Proof of safety inspections and compliance with applicable Federal Motor Carrier Safety Regulations.

- D. The driver of an authorized common carrier shall hold a valid Missouri commercial driver's license or a similar license valid in any other state and shall comply with all applicable driver qualifications of the Federal Motor Carrier Safety Regulations.

\* \* \* \* \*

***Note: The reader is encouraged to review policies and/or forms for related information in this administrative area.***

Implemented: January 16, 2008

Revised: June 15, 2016

Boonville R-I School District, Boonville, Missouri