

## Policy 8113

### Non-Instructional Operations

#### District Owned Vehicles

The District owns and maintains certain vehicles, including pickups, driver's education vehicles, school buses and vans. These are for the use of properly authorized personnel of the District for District business purposes only.

For an employee whose job requires them to drive a District owned vehicle: any driver who receives a citation for a driving violation while operating a District vehicle shall personally pay all fines levied. All citations received while the driver is a District employee, whether operating a District vehicle or not, must be reported and may result in disciplinary action up to and including termination.

For individuals who voluntarily drive District owned vehicles such as activity buses: any driver who receives a citation for a driving violation while operating a District vehicle shall personally pay all fines levied. All citations received while the driver is a District employee, whether operating a District vehicle or not, must be reported to the District Office. Excessive or significant violations may result in the loss of privileges to drive District owned vehicles.

Vehicles used in the District's transportation program shall be in safe and legal operating condition. All buses shall conform to standards of construction prescribed by the state board of education and inspections as required by law. Please see E 8113, Activity Bus Guidelines.

No person shall be required to drive a District owned activity bus.

#### Legal References:

I.C. 33-1506 Inspection of School Buses

IDAPA 08.02.02.159 Transportation

IDAPA 08.02.02.160 Maintenance Standards and Inspections

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