

BOARD OWNED AND CONTRACTED BUSES

Background

There are two (2) methods of bus usage in the Division. These are:

1. Division-owned buses and employee drivers.
2. Contracted buses and drivers.

Procedures

1. Division Owned Buses

- 1.1 Bus routes are determined and reviewed by the Supervisor of Transportation at the beginning of each school year.
- 1.2 Bus purchases are planned during the annual Division budget process.
- 1.3 Payment for bus drivers is calculated according to the rate structure in effect.

2. Contracted Buses

- 2.1 Any contractor interested in providing bus services for the Division must be interviewed before the contract is awarded. Successful contractors must be made familiar with Division policies and procedures. This will include the requirements for bus maintenance and responsibilities regarding the contract and hired drivers.
- 2.2 All contractors will be required to bring their bus into the bus garage for two (2) spot checks of safety related bus items, during the first year of their contract. Other checks will be held periodically (upon request) during the life of the contract.

Reference: Sections 85, 87, 121, 194, 195, 196, 197 Education Act
The Highways and Transportation Act
The Traffic Safety Act

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