

**POLICY**

**3541.31 PRIVATELY OWNED VEHICLES**

In recommending arrangements for pupil transportation to and from school- related activities, the Chief School Administrator shall consider the type of activity, the total number of pupils involved, and the availability of appropriate vehicles. Groups of pupils too small in number to make economical use of Type I or Type II vehicles may be transported in privately owned passenger vehicles driven by qualified school personnel, state employees and parents/guardians.

**Transportation by Volunteer Drivers**

The School Business Administrator shall supplement the transportation resources of the district by identifying qualified school personnel, state employees and parents/guardians who are willing to provide transportation for district pupils to and from school-related activities.

Qualifications shall include:

- A. A valid New Jersey (or other) driver's license with no convictions for moving violations;
- B. A private passenger vehicle of eight or fewer capacity, with a current New Jersey or other inspection sticker; and
- C. Evidence of at least the statutorily required insurance coverage.

The School Business Administrator shall develop and the Board shall adopt detailed regulations to ensure:

- A. District approval of activities involved;
- B. District determination of drivers and assignment of pupils to them;
- C. Pupil safety in pickup, transit and drop-off;
- D. Adequate supervision of pupils at the activity.

\*\*Mandated only if the Board wishes to do this.

District employees who transport pupils in a private vehicle during working hours as part of their assigned duties shall:

- A. Have a current New Jersey (or other) driver's license with no convictions for moving violations;
- B. Use a privately owned passenger vehicle of eight or fewer capacity with evidence of at least the statutorily required insurance coverage. The vehicle must have a current inspection sticker;
- C. Conform to all safety practices set forth in the regulations to this policy.

Implementation of this section shall be in conformity with applicable negotiated agreement.

NOTE: EMPLOYEES WHO USE DISTRICT-OWNED VEHICLES MUST CONFORM TO A, B AND C. THE DISTRICT IS RESPONSIBLE FOR MAINTENANCE OF THE VEHICLE AND ADEQUATE INSURANCE. A DISTRICT IS NOT OBLIGATED TO NEGOTIATE OVER ACTUAL ASSIGNMENTS. IT MUST BARGAIN UPON DEMAND OVER COMPENSATION RELATED TO SUCH ASSIGNMENTS.

**Legal References:**

N.J.S.A. 18A:16-6 Indemnity of officers and employees against civil actions

N.J.S.A. 18A:39-20.1 Transportation to and from related school activities in private vehicle with capacity of eight or less; authorization of qualified school personnel, state employees or parents

N.J.A.C. 6A:27-1.5 Insurance

N.J.A.C. 6A:27-7.6 Transportation to and from related school activities

N.J.A.C. 6A:27-7.7 Parent transporting his or her own child or children

**Cross References:**

5020 Role of Parents/Guardians

6145 Extracurricular Activities

6145.1/6145.2 Intramural Competition; Interscholastic Competition

6153 Field Trips

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