

## **Transportation Records Availability (SSDA 37)**

### **Intent of Policy**

This policy is intended to ensure that information regarding the policies for transporting students within the district be readily available for inspection by the Superintendent of Public Instruction.

(Title 5, Cal. Code Regs. §§ 15253 *et seq.*)

### **Availability of Required Transportation Information**

The District shall prepare and maintain the following information for presentation to the Superintendent of Public Instruction upon request:

1. Provision of Transportation to Students: the District offers transportation to students who qualify for Special Education programs that are only offered in another district. The District's provision of transportation and location of bus stops may require students to be brought to the Pacific Elementary campus prior to being transported to another site.
2. A map of the District's boundaries displaying each bus route and stop, or a route schedule with an itinerary of the bus route and each stop.
3. A list of salaries paid for supervision, clerical or administrative purposes.
4. If any classes offered within the District may require additional transportation for students enrolled in the class, a schedule of such classes.
5. Logs of trips made other than between home and school by each bus. The log will include the miles traveled and number of children transported.