

INDEPENDENT SCHOOL DISTRICT 196
Rosemount-Apple Valley-Eagan Public Schools
Educating our students to reach their full potential

Series Number 707.12AR Adopted April 1989 Revised February 2015

Title Transportation of Students by Employees in a Type III (Car or Van) Vehicle

1. **Scheduled Transportation** – Employees must be approved to transport students in a district-owned, contracted (rented), or employee-owned Type III vehicle (car or 10-passenger or fewer van) for scheduled activities (such as cocurricular activities and field trips).
 - 1.1 All employees who transport students in a Type III vehicle must complete annual training and certification with the Transportation Department to comply with the requirements of Minnesota Statute 171.02 subd. 2b, Exception for type III school bus drivers.
 - 1.2 Employees hired for the sole purpose of transporting k-12 students in a Type III vehicle must also comply with physical examination and drug testing requirements.
 - 1.3 All employees transporting students in a Type III vehicle must carry an emergency kit containing a fire extinguisher, first aid kit, bodily fluids clean-up kit, flashlight and emergency kit sign in the vehicle at all times. If the vehicle was not previously equipped with an emergency kit, one may be picked up from the employee’s school office and placed in the trunk or back seat of the vehicle.
 - 1.4 All Type III vehicles whether district owned, employee owned or rented that are used to transport students must be inspected annually by the Minnesota State Patrol and display a valid State of Minnesota inspection sticker on the windshield of the vehicle.
 - 1.4.1 Type III vehicles rented in another state for student transportation are not required to have an inspection sticker but may only seat 10 or fewer passengers in compliance with federal law.
 - 1.5 Employees using their own Type III vehicle to transport students must carry liability insurance on their vehicle.
2. **Unscheduled Transportation** – Employees exempt from the Type III rules shown above may be approved to transport students in the employee’s vehicle (car or van) for **unscheduled** activities (such as an administrator, teacher or nurse taking a child home from school who is ill or who missed the school bus) only if they meet the following requirements:
 - 2.1 Possess a valid Minnesota driver's license, and
 - 2.2 Carry liability insurance on their vehicle.

References: - Minnesota Statute 171.02 subd. 2b, Exception for type III school bus drivers
- Minnesota Statute 169.011, subd.7a, Definitions