

## SCHOOL OWNED VEHICLES

School owned vehicles maybe provided by the District when the Board determines such district ownership to be in the best interest of the district. Vehicles purchased by the District will be used for school district purposes only and will in no instance be used by any individual, agency or group for non-school purposes.

School employees authorized to use school owned vehicles generally fall into one of two categories:

1) those employees who are assigned the use of a school vehicle to enable them to efficiently perform their routine duties; or

2) those employees who occasionally need to use a school owned vehicle to perform a specific job related assignment.

In no instance shall students be permitted to drive a school owned vehicle except for life threatening or emergency situations.

Driver Education vehicles are excluded from this policy.

Drivers of school-owned vehicles will be personally responsible for any traffic citation issued to them.

The Superintendent of Schools or his/her designee is directed to develop the regulations to make known the responsibilities and duties involved by those desiring to use a school-owned vehicle.