

# POLICY

## Board of Education Bernards Township

**File Code: M 8660**  
**USE OF PRIVATELY OWNED VEHICLES**  
**IN PUPIL TRANSPORTATION**

In recommending arrangements for pupil transportation to and from school-related activities, or in emergency situations from school to home, the Business Administrator or in the absence of the Business Administrator, the Superintendent, or Assistant Superintendent shall consider the type of activity, the total number of pupils involved, and the availability of appropriate vehicles. School personnel who drive district owned vehicles for instructional and extracurricular activities must possess a Commercial Driver's License (CDL).

Groups of pupils too small to make economical use of school buses may be transported in privately owned passenger vehicles driven by school personnel authorized by the Superintendent. School personnel shall not be required to drive students to activities which take place away from the school building, but may do so voluntarily with the advance approval of his/her Principal. For school personnel authorized by the superintendent to transport children in their own cars, the Board will require that each teacher file in the Board Secretary's office a Certificate of Insurance specifying \$500,000/\$1,000,000 coverage.

LEGAL: N.J.S.A. 18A:16-6	Indemnity of Officers and Employees
N.J.S.A. 18A:39-20.1	Small Vehicle Transportation of Pupils
N.J.S.A. 6:21-10.4	Small Vehicle Regulations

**ADOPTED:** November 22, 2010