Student Support and Services Committee

Policy 6210 Review of Appeal Process
November 1, 2017
Objectives

- Review bus stop criteria
- Review Policy 6210 – Student Transportation regarding:
  - Bus Stops
  - School Board appeals process
- Review “Concern Registry” software as a tool to address parent’s concerns
Bus Stop Evaluation Criteria

• There is no perfect school bus stop, because it is impossible to eliminate all potential hazards, but guidelines and training are still necessary to ensure that responsible parties are making the safest, most informed decisions when placing stops.

  -State Director of Pupil Transportation at Saferoutesinfo.org

• Making decisions about where school bus stops will be placed requires balancing conditions that would be ideal with the realities of a community’s road system, weather, and topography.

  -Saferoutesinfo.org
Transportation Policy Revision March 28, 2017:

• Paragraph E. Right of Appeal
  • Phrase, “Bus route stops constantly change and are not subject to appeal” added to allow Transportation the flexibility to respond to changes to bus stops quickly and appropriately.

• Paragraph H. Parent Responsibility.
  • Parent Responsibility added to encourage parent to assist their student as appropriate, to and from school and the school bus.

  • 8VAC20-70-110. Pupil Transportation Safety Instruction.
    “...shall include a request that parents or their designee accompany their young children to and from the bus stop.”
Concern Registry

- Voice of parents regarding transportation issues
- School Board Invested in a Transportation Communication Outreach Team and resources
  - Team staffing began on July 7, 2017 and not completely staffed until August 21, 2017
  - Launch of the “Issuetrak” Concern Registry Platform August 14, 2017
- Parent interaction greatly improved
- Lessons learned results in changes for SY 2018-2019
  - Tracking by region
  - Expedite response time
  - Follow-up with parents with actions taken
  - Follow-up with School Board members where applicable
There have been 489 stop changes (added) since the start of school

<table>
<thead>
<tr>
<th>Questions/Concerns/Request</th>
<th>Registered</th>
<th>Closed following review and response</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus Stop</td>
<td>1269</td>
<td>1227</td>
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</tbody>
</table>

Concern Registry
School Bus Stops are subject to many constraints
March 2017 policy change considered the flexibly necessary to adjust to changing stop conditions
The appeals process has many layers and time constraints
The Issuetrak Concern Registry has tracking mechanisms that can expedite the review and decision process
Recommend no changes to policy
Parents voices are being heard and concerns addressed. Out of 1269 registered concerns for school bus stops 489 bus stop changes have been made
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Addendum

November 1, 2017
**Bus Stop Evaluation Criteria**

The school bus stop placement is driven by state law, state regulation, best practices and national guidelines.

**Bus Stop Placement Evaluation, Considerations and Procedures**

- Feature centralized collection points (bus stops) that are reasonably safe walking distance up to one mile (1.0) for elementary students and up to one and one quarter (1.25) mile for secondary school students (LCPS §6210) (Revised 3/29/2017)

- Room for operation of warning lights (§46.2-1090)
  - Lights must be operational 100 feet from proposed stop when the speed limit is less than 35 miles per hour.
  - Lights must be operational 200 feet when the speed limit is 35 miles per hour or more.
Bus Stop Placement Evaluation, Considerations and Procedures

- Right-hand side of the road (8VAC20-70-80)

- Can be clearly seen at safe distance from both directions (8VAC20-70-80) (§ 46.2-893)
  - Site distance determined as ten times the speed limit in feet. Ex: 10 x 25 mph = 250 feet (VDOT Road Design Manual)

- On divided highways must be on the side of the road that the student lives (8VAC20-70-80)

- Reviewed annually for safety hazards, fuel conservation and most efficient use (8VAC20-70-160)
Bus Stop Evaluation Criteria

Bus Stop Placement Evaluation, Considerations and Procedures

• Consideration of time and distance

• Stops that allow forward travel after loading and unloading; school bus backing and three-point turnarounds are highly discouraged (The Virginia School Bus Drivers Training Curriculum, page 7, items D.21 & D.23, incorporated by reference in §22.1-181)
The Appeals Process

- Requires submission to the Superintendent or designee within thirty (30) calendar days of establishment of change
- Investigation review and response from LCPS within fifteen (15) days of receipt
- Investigation could lead to:
  - Decision to change
  - Decision to remain
- Those who oppose Superintendent or designee decision may then appeal to the School Board
- School Board appeal requirements:
  - The appellant(s) submission in writing within ten (10) days of notification of Superintendent or designee decision
  - LCPS to:
    - Submit documents to support decision
    - Decision to appellant(s) within thirty (30) days of receipt