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### **Board's Student Transportation Policy (cont.)**

#### **5.2                    Use of public transportation**

**5.2.1**    An allocation to help offset the expense incurred in purchasing the STM Monthly Student bus pass will be sent to parents of students using the public transportation system according to zones established by the Board (section 5.1.1.).

**5.2.2**    The Board establishes the percentage, terms and conditions for the distribution of this allocation to parents.

#### **5.4                    Additional transportation services**

##### **5.4.1    "Empty Seat" Programs (Section 298 –Education Act)**

The "Empty Seat" Program includes two (2) services: the "Courtesy" and the "Accommodation" Services:

**5.4.1.1**    The "Courtesy" service is available to students residing within the distances established under section 5.1 who would not normally be eligible for daily transportation (morning and afternoon).

**5.4.1.2**    The "Accommodation" service is available to students residing outside the transportation zones as established by the Board under section 5.1 and who would not normally be eligible for daily transportation (morning and afternoon).

**5.4.1.3**    The "Empty Seat" Program service should not incur additional cost to the Board, and must adhere to established bus routes and timetables.

**5.4.1.4**    These services may be reduced or cancelled at any time if the number of eligible students on a given bus route increases and no more seats are available.

**5.4.1.5**    The cost for both the "Courtesy" and "Accommodation" services is established by the Board. Each year, parents must apply for these services by completing the prescribed form and forwarding the established payment. The Board collects the fee.

**5.4.1.6**    The school will assist the Transportation Service in establishing the use of the school bus and its available "empty seats".

## Annex IV:            Legal References

### **Board's Original Transportation Plan Resolution**

#### **Resolution 01-05-11: Establishing Yearly Student Transportation Organization Plan**

**WHEREAS** by the terms of section 10 of the Regulation Respecting Student Transportation (*OC647-91 as amended*), the advisory committee on student transportation shall give its opinion on “the student transportation organization plan of the board before the board adopts that plan”; and

**WHEREAS** neither the Education Act nor the said Regulation provide any other requirement for, or definition of, a *Student Transportation Organization Plan*; and

**WHEREAS** the Lester B. Pearson School Board has established a Student Transportation Policy (*Resolution PC98-05-01 as amended*) which governs the provision of general transportation services; and

**WHEREAS** in the application of the Policy, each year the Board establishes parameters such as the costs for specific elements of service (*i.e. courtesy or noon hour bussing*), or sets the opening and closing hours of schools which require transportation services; and

**WHEREAS** it is in the best interests of the Board that each year its transportation services for students be identified in a clear, comprehensive and open manner including those components which annually form a significant part of the Board's operating budget approved by the Council of Commissioners:

**WHEREFORE IT WAS MOVED BY** Commissioner V. Levis and **UNANIMOUSLY RESOLVED:**

**THAT** each year as early as possible and no later than the end of May, the Board's Administration presents a *Student Transportation Organization Plan* for the following school year (*July 1 – June 30*) to the Advisory Committee on Student Transportation, in order that this Committee may give its opinion as required by Section 10 of the Regulation Respecting Student Transportation; and

**THAT** this plan shall be comprised of the pertinent sections of the Education Act and the Regulation, the Student Transportation Policy of the Board (*including any proposed amendments*), as well as all those procedures, tables, rates and school schedules which are established annually in order to implement the said Policy; and

**THAT** the opinion of the Advisory Committee shall be delivered to the Council of Commissioners no later than the meeting of the Council at which the succeeding year's operating budget is adopted.

**Annex IV:            Legal References**

**Board's Annual Transportation Plan Resolution**

**Resolution \_\_-\_\_-\_\_:    Annual Student Transportation Organization Plan**

**WHEREAS** Resolution 01-05-11 established that each year, as early as possible and no later than the end of May, the Board's Administration present a Student Transportation Organization Plan for the following school year (*July 1 – June 30*) to the Advisory Committee on Student Transportation, in order that this Committee may give its opinion as required by Section 10 of the Regulation Respecting Student Transportation, (*RSQ ch. I-13.3, ss.453 & 454: Order-in-Council 647-91 as amended by OCs 689-95, 286-97 and 754-97*); and

**WHEREAS** on (date), the Board's Administration presented the Advisory Committee on Student Transportation with a document titled "*(school year) Student Transportation Organization Plan*" - *Draft*, and

**WHEREAS** the Advisory Committee on Student Transportation reviewed, recommended and forwarded this document to Council to be approved as the Board's course of action in matters related to student transportation, subject to the *Règles Budgétaires pour le Transport Scolaire* from the Ministry of Education:

**WHEREFORE BE IT RESOLVED:**

**THAT** approval is given for the implementation of elements contained within the document titled "*(school year) Student Transportation Organization Plan*" as the Board's course of action for the (school year) school year.

**Annex V: Annual Planning Process**

<b>Date</b>	<b>Activity</b>	<b>Participants</b>
By December 31st	Ed Admin group to be briefed on issues likely to be discussed as part of the next Annual Transportation Plan discussion.	Educational Administration Group
By January 31st	Advisory Committee to be briefed on issues likely to be discussed as part of the next Annual Transportation Plan discussion.	Advisory Committee on Student Transportation
By February 28 th	A notice will be issued announcing the start of the Annual Transportation Plan discussion with the community.	Commissioners School Administrators Central Parents' Committee Pearson Teachers' Union
By March Break	A draft Annual Transportation Plan presented to Ed Admin	Educational Administration Group
By March 31st	A draft Annual Transportation Plan presented to Advisory committee	Advisory Committee on Student Transportation
During April	"Empty Seat" Program's fees and guidelines distributed for information	Commissioners School Administrators Central Parents' Committee Pearson Teachers' Union
By April 30 th	"Empty Seat" Program's fees and guidelines to be adopted by Council.	Commissioners
During May	Draft Annual Transportation Plan distributed for information	Commissioners School Administrators Central Parents' Committee Pearson Teachers' Union
By May 31st	Annual Transportation Plan to be adopted by Council.	Commissioners