

Administrative Regulation
Use of District Motor Vehicles

810-R
Administrative Regulation

1. The School District may own and operate motor vehicles for use in the efficient operations of the district. The vehicles may be used by the maintenance or facilities staff in the course of their duties. Professional staff may operate school owned vehicles to transport students for extra curricular trips or other field trips that correspond to a district approved course of study. Students may also be transported to and from co-curricular events or athletic programs. The transportation department may use the vehicles for the transport of students to school or any other school related activity.
2. Employees who operate a Council Rock motor vehicle shall submit a copy of their license and fill out any required forms by September 1st of each school year to allow the district to conduct a current Penn Dot* motor vehicle license check. Failure to comply with this provision makes the employee ineligible to drive a motor vehicle owned by Council Rock. No later than September 15th, the transportation department shall issue an "approved driver list" that will be valid for one calendar year.
3. Paramount to the District is the protection, safety and welfare of students and staff that use our highways as well as the general public. Therefore, the following guidelines shall govern the ability of staff to use district owned vehicles.
 - A. Any staff member's loss of driving privileges shall be determined by the chart found in paragraph 4 that accounts for both motor vehicle code violations and "at fault" accidents.
 - B. Any staff member who has lost their driving privileges shall be prohibited from driving again until all points assigned have been purged from their record.
 - C. Any staff member who has been convicted of DUI is permanently banned from driving a district vehicle. The .08 threshold shall be used for all drivers, unless a holder of a Commercial Driver's License (CDL) is convicted while driving a commercial vehicle (.04) or school vehicle (.02), then the .04 or .02 threshold shall apply.
 - D. A staff member whose name is on the approved driver list and is convicted and assigned points for a violation of the motor vehicle code must report such violation to the transportation department within 10 days of the notice that points have been assigned by the Pennsylvania Department of Transportation*. Failure to comply with this reporting requirement may increase the length of their loss of district driving privileges.
 - E. Notwithstanding the provision for the revocation of driving privileges listed, any other notations or records in the motor vehicle report will be evaluated by the Superintendent or his/her designee and their decision on the staff member's ability to operate a district owned shall be final.
 - Or equal state agency of any other state.

Number of Violations	Type of Violation	Number of At Fault Accidents within last 5 years			
		0	1	2	3
0	Minor Vehicle Code Violations 1512/1571 driver's license violations 3102 -failure to obey officer 3542(a) - failure to yield to pedestrians 3547(a) - failure to yield to pedestrians 3549(a) - failure to yield to blind "	Clear to Drive	Clear to Drive	Reviewable	Loss of Privilege
1	Minor Vehicle Code Violations 1512/1571 driver's license violations 3102 -failure to obey officer 3542(a) - failure to yield to pedestrians 3547(a) - failure to yield to pedestrians 3549(a) - failure to yield to blind "	Clear to Drive	Clear to Drive	Reviewable	Loss of Privilege
2	Minor Vehicle Code Violations 1512/1571 driver's license violations 3102 -failure to obey officer 3542(a) - failure to yield to pedestrians 3547(a) - failure to yield to pedestrians 3549(a) - failure to yield to blind "	Clear to Drive	Reviewable	Loss of Privilege	Loss of Privilege
3	Minor Vehicle Code Violations 1512/1571 driver's license violations 3102 -failure to obey officer 3542(a) - failure to yield to pedestrians 3547(a) - failure to yield to pedestrians 3549(a) - failure to yield to blind "	Reviewable	Loss of Privilege	Loss of Privilege	Loss of Privilege
4	Minor Vehicle Code Violations 1512/1571 driver's license violations 3102 -failure to obey officer 3542(a) - failure to yield to pedestrians 3547(a) - failure to yield to pedestrians 3549(a) - failure to yield to blind "	Loss of Privilege	Loss of Privilege	Loss of Privilege	Loss of Privilege
1	Major Vehicle Code Violations Assigned 3 points or more	Reviewable	Loss of Privilege	Loss of Privilege	Loss of Privilege
2	Major Vehicle Code Violations Assigned 3 points or more	Loss of Privilege			
1	Major Vehicle Code Violations Assigned 4 or more points	Loss of Privilege	Loss of Privilege	Loss of Privilege	Loss of Privilege

Major Violations include but not limited to the following

DUI Negligent homicide/use of automobile Aggravated Assault with motor vehicle Permitting unlicensed person to drive Reckless driving Speeding in excess of 10 MPG over limit Hit & Run Driving Failure to obey traffic light/stop signs Improper Passing All 3 point violations
