
AURORA PUBLIC SCHOOLS
Adopted May 1992
Revised May 2006
Revised September 2007
Reviewed June 2015

APS Code: EEAC

BUS SCHEDULING AND ROUTING

Service, safety and efficient operation shall be the goals in the planning of school bus schedules, routes and stops.

Bus routes, bus schedules and stops will be developed under the direction of the director of transportation. The purpose of bus scheduling and routing will be to achieve maximum service with a minimum amount of buses consistent with rendering equal service to all qualified students. The qualifications are distance from school, unsafe walk environments, special education staffing and special medical requests.

Routes will be designed to employ as nearly as is practicable, the full carrying capacity for each bus route segment. No bus will be operated with an overload. New routes will be established when full carrying capacity for each route segment on existing routes has been reached or is imminent. School bus transportation will not be available for students who voluntarily attend schools outside their attendance boundaries under the district's open enrollment policy. School bus transportation may be provided from school to school for those students authorized to attend classes at a site other than their school of attendance (i.e. T.H. Pickens Technical College). These shuttles may be scheduled without consideration given to achieving maximum capacity.

Bus stops shall be designated to comply with state law regarding students embarking and disembarking on major thoroughfares. The number of bus stops on each route segment will be limited, consistent with the policy stated as to service, so as to enable buses to make the run in reasonable time. Elementary students may be required to walk one-half (1/2) mile to a bus stop; middle school students may be required to walk one (1) mile to a bus stop; and high school students may be required to walk one and one-half (1 1/2) miles to a bus stop.

Insofar as educational requirements permit, school schedules will be adjusted to allow maximum utilization of each in the system by alternating elementary and secondary routing with the same fleet of buses.

LEGAL REFS.: C.R.S. 22-32-113 (2)
C.R.S. 42-4-613
PL 94-142

CROSS REFS.: JFBA, Intra-District Choice/Open Enrollment
JFBB, Inter-District Choice/Open Enrollment

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1. It shall be the responsibility of the District Transportation Department to establish bus routes with the coordination of school principals and the Division of Effective Schools.
2. The Division of Effective Schools shall establish the opening and closing times of schools and classes and shall coordinate such times with the Transportation Department.
3. Bus passes may be issued to middle and high school students who are eligible for transportation. School principals shall request clarification from the Transportation Department where eligibility may be questionable.
4. Should a student not be able to attend a regularly assigned school because of a certain disability for which the assigned school is not accessible, transportation will be provided to another school which is accessible.
5. The measuring point from any school to a residence shall be from the District property line nearest the front door of such residence.
6. The measuring point to a single-family residence shall be the curb nearest the front door of such residence.
7. The measuring point to a multi-family residence shall be the curb nearest the front door of the unit closest to the residence entrance/public street intersection which provides safe ingress and egress for school buses. If that unit is eligible, or ineligible, then all students residing in that building are eligible or ineligible. Each building in a complex of multi-family buildings shall be considered separately when public two-way paved streets are dedicated and maintained to the building.
8. The measuring point to homes located in a mobile home park shall be the curb line nearest the main entrance to the park. Therefore, the total park for the particular grade group is either eligible or ineligible. Exceptions will be those cases where the mobile home park has a public two-way, paved street maintained by city or county government which provides safe ingress and egress for school buses. If the park has such a street, the measurement shall then be to the curb nearest the front doors of the mobile homes.
9. Measurements over public roadways shall be those maintained by city or county governments and over which a school bus would normally travel from a school to a

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residence. Paved walkways or bicycle paths which are maintained by city or county governments shall be considered appropriate walking areas for students. Therefore, the eligibility of a student for transportation shall be based on either the public roadway or maintained walkway/path measurement, whichever is less.

10. Configuration of streets and housing developments do not always lend themselves to precise measurements. Therefore, Transportation Department personnel shall determine, in their best judgment, the "breaking point" for transportation eligibility which is in the interest of the students and within the intent of District policy. The final decision shall be made by the Associate Superintendent, Auxiliary Services or designee.

Bus routes and bus stops will be established prior to the start of school. The number of buses assigned to a specific school is determined by a pre-registration count of students residing in designated transported areas, located within the attendance boundaries of the school as set by the Board of Education. All routes, stops and actual bus capacities are continually evaluated for necessary revisions. Short duration overload situations will be handled by the Transportation Office using temporary measures. Persistent (prolonged) overload situations will be evaluated by school and the Transportation Office. Eligibility parameters may be used to correct a chronic problem.