



3546 A

Bus Driver Qualifications and Rules

Regulation 3546 A

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Revision Dates:

Review Dates:

I. PURPOSE

The proper qualification and training of persons employed or contracted to provide school bus driving services is required by District policy. The purpose of this regulation is to establish the minimum requirements for district bus drivers whether employed by the district, or employed by an entity providing services under contract to the district.

II. GENERAL STATEMENT REGARDING QUALIFICATIONS

- A. All bus drivers must provide proof of their CDL driver's license and necessary endorsements to the Transportation Department.
- B. The Superintendent or Superintendent's designee shall establish minimum training requirements to be completed prior to commencement of provision of services by the driver. Drivers who do not receive their training through the district must present written documentation or certification of their completion of the required training.
- C. Bus Drivers are subject to periodic assessment and evaluation on the knowledge and skills required for driving school buses, managing student behavior while driving the bus, providing basic first aid, and emergency preparedness and response.

III. DRIVER CONDUCT

- A. Drivers may not use a cellular telephone whether hands-free or handheld, when the bus is in motion. Drivers may not use a cellular telephone for personal reasons while students are on the bus or while performing duties associated with their job.
- B. Drivers may not use an electronic device to compose, read or respond to an electronic message while the bus is in motion. Drivers may not use a personal electronic device to compose, read or respond to an electronic message while students are present on the bus.
- C. Drivers may play music through the bus's radio system at a volume level that allows the driver to hear student speech and emergency vehicle warning systems. Music choices must be age appropriate for the students being conducted and must not include lyrics of an obscene nature. Bus Drivers shall turn off the music if complaints are received from students or staff.
- D. Drivers providing transportation services for students with disabilities must:



1. participate in in-service training on the proper methods for dealing with the specific needs of students with disabilities;
 2. assist students on and off the bus, if their disability requires this assistance;
 3. ensure that protective safety devices installed on the bus used are in use and fastened properly.
- E. Drivers shall perform all inspections required of them by the District and shall maintain records of such inspection as required.
- F. Drivers may not transport any person on their bus who has not been assigned to that bus unless given permission to do so by the Transportation Department or in the case of emergency situations may transport persons to preserve the health, safety or security of students.

Legal References:

Minn. Stat. §123B.03 (Background Check)
Minn. Stat. Ch. 169 (Traffic Regulations)
Minn. Stat. §§169.435 – 169.4582 (School Bus Safety)
Minn. Stat. §§169A.25-169A.27 (Driving While Impaired)
Minn. Stat. §169A.31 (Alcohol-Related School Bus or Head Start Bus Driving)

Cross References:

MPS Policy 3545 (Transportation)
MPS Policy 3546 (Bus Equipment and Drivers)
MPS Policy 4026 (Transportation Employees Drug and Alcohol Testing)
MPS Policy 4028 (Background Check)