

P2370 - VEHICULAR TRAFFIC - REGULATIONS AND PROCEDURES

BOARD POLICY:

The Board shall provide, where feasible, parking areas for employees, pupils, and other persons having school business. The administration is authorized to establish and enforce regulations and procedures for the parking and movement of all vehicles on properties which the Board of Education has provided and designated for these purposes. Traffic and parking regulations set forth in city ordinances are applicable and shall be enforced on all school district property.

Administrative Implemental Procedures:

1. Bicycles
 - a. The bicycle should be registered in the school office. The registration form should include the bicycle license or serial number, parental statement of responsibility, permit to park bicycle on school premises, authority of the principal to revoke the permit, and parental signature.
 - b. Bicycles are to be ridden and parked in designated areas only. A lock should be used.
 - c. The principal may designate the age or grade level of students allowed to ride a bicycle to school.
2. Motor-Driven Vehicles
 - a. Pupils riding motor scooters must obtain permission and instructions from designated school officials with regard to motor-driven vehicles. Special regulations and procedures may be required for motor scooters and motorcycles.
 - b. Pupils' motor vehicles parked in campus parking areas must be registered in the school office. The parking sticker which was issued when the motor vehicle was registered must be properly displayed.
 - c. Parking spaces reserved for faculty, employees, or guests are so marked, and pupils are not permitted to park in such places. Motor vehicles should never be parked in areas where *no parking* is indicated by signs or colored markings.
 - d. Driving is prohibited on grounds and in areas not specifically designated for such use.
3. Fines imposed by school administrators
 - a. Fines may be assessed for improper parking, parking in a restricted or no parking area, speeding, reckless driving, failure to register the motor vehicles in the school office, failure to display parking decal, and failure to follow directions of school authorities in matters related to vehicular traffic and parking.
 - b. Violators of parking and driving regulations may be provided a courtesy warning prior to a fine assessment. The maximum fine for any violation shall be \$10.
 - c. Failure of the pupil to make fine payment may result in loss of parking lot privileges and/or having the motor vehicles towed away on any subsequent violation and/or subjection to other disciplinary measures.
 - d. Monies collected from fines can be used only for expenses related to vehicular parking and traffic, such as the cost of parking decals, parking lot improvement, and payment to security officers or off-duty police officer for evening and/or extra vehicular supervision.
 - e. Grade cards may not be withheld because of nonpayment of parking and driving fines.

4. Restricted use of parking lots
 - a. Parking areas shall be marked, indicating the proper areas or restrictions on parking in said areas. Parking on school grounds shall be in designated areas only.
 - b. Unauthorized licensed or unlicensed vehicles, including go-carts, motorcycles, and minibikes, may not be operated on school grounds at any time including periods when school is not in session such as after school hours or during the summer months.
 - c. Skateboards may not be operated on school grounds at any time without the principal's permission. This includes when school is not in session, such as after school hours and/or during summer months.
 - d. At least one sign shall be placed in an appropriate place on each site stating, **ALL UNAUTHORIZED MOTOR VEHICLES MUST STAY ON ROADWAYS AT ALL TIMES. VIOLATORS WILL BE PROSECUTED.**
 - e. Motor vehicles improperly parked or abandoned on any property under the control of the Board of Education may be towed away and impounded at the request of the building principal, or a designee, by a commercial agent at the expense of the owner of the motor vehicle after reasonable attempts have been made to contact the owner and/or to seek voluntary removal.
 - f. In deciding whether or not to have a vehicle removed, the principal or designee should consider and, when appropriate, utilize alternatives.
5. Police and school security assistance
 - a. The building administrator or authorized representative shall notify school security when violations of this policy occur.
 - b. Normally, police shall be called for assistance by the school security officer when city ordinances have been violated in accordance with the joint agreement pursuant to K.S.A. 72-6528 only in cases of emergency and after other avenues of solving the problem have been explored.
 - c. School community residents shall be encouraged to notify police directly regarding reckless or unauthorized traffic on Unified School District 259 property during evenings and weekends, or other times when school personnel are not present.

Administrative Responsibility: Superintendent or designee, and Safety Services

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