

New Mexico School f/t Blind & Visually Impaired	No. 620 Subject: Transportation and Feeder Mileage
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Distribution: All Staff	Kind: Board Policy

POLICY STATEMENT

The **New Mexico School for the Blind & Visually Impaired Transportation Handbook** defines specific policies and procedures for the provision of transportation and/or transportation reimbursement costs to parents/guardians (or their designees) who provide transportation for children enrolled in NMSBVI educational programs. The reimbursement costs are paid at rates comparable to rates authorized by NMSBVI Policy No. 340, Per Diem and Mileage as approved by the Board of Regents.

GENERAL PROCEDURES

1. Transportation services are provided to all Alamogordo-campus students for trips to/from home (daily and weekend), educational field trips, shuttle to/from public schools, recreational activities and for personal needs. Children who attend the early childhood program in Albuquerque are transported either by their parents/guardians, or by the local education agencies through a joint powers agreement. Preschoolers who attend the preschool on the Alamogordo campus are transported by NMSBVI transportation. Feeder mileage compensation does not apply to either preschool program.
2. Transportation guidelines as outlined in the NM Public Education Department (PED) **Standards for Providing Transportation for Eligible Students Regulation and Compliance Manual** are followed by NMSBVI.
3. All transportation of NMSBVI students is provided by a fleet of school vehicles. The school's fleet of vehicles meet state standards for transportation of students. Use of private vehicles by staff in transporting students is prohibited.
4. Feeder route compensation will be provided to parents/guardians in the following circumstances:
 - a. Alamogordo Day Students: Students whose home school district is within a 50 mile radius of NMSBVI's Alamogordo campus can enroll as day students. Parents/guardians will be eligible for feeder mileage compensation round trip, per day if they live more than 10 but less than 50 miles from NMSBVI.
 - b. Alamogordo Residential Students: Parents/guardians of students placed on the Alamogordo campus as residential students are eligible for feeder mileage compensation round trip, from the family home of record to the designated transportation drop off/pick up location nearest the family home if the distance between the two is more than 10 miles.
 - c. To determine feeder mileage compensation, verification of address will be made by the submittal, each year, of a current utility bill.
 - d. Feeder mileage compensation will be paid for regular transportation days as listed in the school year calendar.
 - e. Compensation minus any outstanding fees accrued through other departments will be paid to parents/guardians on a monthly basis. Checks will be issued within 10 days of the receipt of the required documentation.
 - f. If a child misses his/her regularly scheduled transportation due to illness or a medical appointment, parents/guardians are responsible for making arrangements for transportation to school.
5. Requests for waivers to the above conditions may be presented in writing to the Superintendent.