

**FIELD TRIP AND EXTRACURRICULAR ACTIVITY  
TRANSPORTATION**

The Board of Education recognizes that school buses should be used in support of the education mission of the district. School buses shall therefore be made available to transport students on field trips and to extracurricular activities, such as interscholastic events. The Superintendent of Schools, or his/her designee, is authorized to approve vehicle use and make appropriate arrangements for student transportation.

Cross-ref: 4531, Field Trips and Excursions

Adoption date: June 21, 1993

**FIELD TRIP AND EXTRACURRICULAR  
TRANSPORTATION REGULATION**

*Spectator Bus to Interscholastic Athletic Events*

1. One (1) spectator bus is authorized for sectional contests and is limited in travel to the maximum distance our interscholastic athletic teams travel to participate in the regular CVAC League game schedule.
2. The spectator bus will not be authorized beyond sectional level.
3. Transportation is limited to students of Northeastern Clinton Central School only.
4. Students will be selected on the following formula:  
Seniors - 20; Juniors - 15; Sophomores - 10; Freshman - 5
5. Students may not be charged for such transportation.
6. Two (2) teachers are required to supervise.
7. Requests must be given to the District Office one (1) week in advance of the date of desired use.

*Permission to Stop In-Transit to or from Interscholastic Events*

Procedure:

1. Coach requests permission of athletic director for the stop.
2. Athletic director secures approval of the Superintendent of Schools.
3. Superintendent approves and issues card to coordinator of transportation.
4. Coordinator of transportation issues card to bus driver.

Card Reads:

This is your authorization to advise the bus driver \_\_\_\_\_  
(driver's name)  
transporting \_\_\_\_\_ to \_\_\_\_\_  
(team)  
they may stop for a lunch upon returning (place of activity) from the activity.

*Extra Trips/Contacting Drivers for Day Trips, Field Trips, Extra Runs, etc.*

1. The transportation supervisor or his/her designee will be responsible for contacting bus drivers for day trips, field trips, extra runs, etc.
2. The transportation supervisor will maintain a list of regular bus drivers to be considered for extra trips.
3. Regular drivers will be contacted first on a rotation basis. Substitute drivers will then be contacted and assigned, if after three (3) regular drivers are contacted, a regular driver cannot be secured.
4. When a regular driver refuses to accept an assigned trip three (3) times, his/her name will be dropped from the list of regular bus drivers wishing to be considered for extra trips.

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