

District Vehicle Driver Requirements

All drivers of district owned vehicles, except those who hold a valid school bus endorsement, must complete the following before the individual is initially permitted to operate the vehicle:

- A. Staff Transportation Only
District Owned Vehicle User Agreement - this gives the district permission to run a MVR (Motor Vehicle Record) and will be updated every 2 years.
- B. Staff and Student Transportation
In accordance with Wisconsin Statutes §121.555(3), individuals transporting pupils in alternate vehicles must:
 1. Complete the Alternative Vehicle Driver Information Request Form.
 2. Complete the Criminal Background authorization-updated every 2 years.
 3. Complete Pre-placement Physical-updated every 3 years.

The District has a zero tolerance policy for individuals convicted of operating a district vehicle with a blood alcohol level over 0.0 and/or use of any controlled substance. Violators will have their privileges to use district vehicles permanently revoked/denied.

Individuals will be denied permission to use a district vehicle, if they have been convicted within the past 5 years of one or more of the following:

- operating under the influence of alcohol or a controlled substance
- refusal to submit to chemical testing
- reckless driving
- any offense enumerated under WI School Bus and Alternative Vehicle Driver Disqualifications 343.32 (1) and (2) mandatory revocation
- any offense with a commercial motor vehicle (CMV) with a blood alcohol concentration higher than (AC) of .04% or under the influence of a controlled substance
- causing injury to another person by operation of a vehicle with an (AC) of .04% or higher or under the influence of a controlled substance

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- two or more offenses or a combination of: operating a CMV with an (AC) above 0.08%; or operating a CMV within 4 hours of having consumed any intoxicating beverage; or operating a CMV while possessing an intoxicating beverage or under the influence of a controlled substance

Individuals will be denied permission to use a district vehicle if they:

- have a record of conviction or operating privilege revocation or adjudicated delinquency that would disqualify them from issuance or renewal of a school bus endorsement under Wis. Stat. § 343.12(7) and rules promulgated by the department of transportation under Wis. Stat. § 342.12 (7) and (8)
- have been convicted of providing false or incomplete information with respect to any material fact on a background information form
- are listed in the registry under Wis. Stat. § 146.40(4g) (a)2.

REFERENCE: WI State Statutes 121.555, Alternative Methods of Providing Transportation

CROSS REF: Employee Handbook

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