Home to School Pupil Transportation Plan

For

Santa Barbara Unified

Pupil Transportation Information, LLC

March 2025

Mandate **3**
Overview **4**
Pupil Transportation Operations Board Policy 3540 **5**
Transportation Routes and Services **7**
Prioritization of Transportation Services Grades TK-6 **9**
Transportation Services for Grades 7-12 **10**
No Cost Transportation Services for Unduplicated Pupils Grades 7-12 10
Transportation Offered to Homeless Pupils and Foster Youth **11**
Transportation Services Offered to Pupils with Disabilities **12**
Transportation Services Other than Home-to-School **14**
Transportation Funding and Finances **15**
Appendix – Stakeholder Consultations **16**

1. Mandate

California Education Code Section 39800.1 states:

(a) As a condition of receiving apportionments under Section 41850.1, a local educational agency shall develop a plan describing the transportation services it will offer to its pupils, and how it will prioritize planned transportation services for pupils in transitional kindergarten, kindergarten, and any of grades 1 to 6, inclusive, and pupils who are low income. The plan shall be adopted by the local educational agency's governing board on or before April 1, 2023, and updated by April 1 each year thereafter.

The plan shall include the following components:

(1) A description of the local educational agency's transportation services that would be accessible to pupils with disabilities and homeless children and youth, as defined pursuant to the federal McKinney-Vento Homeless Assistance Act (42 U.S.C. Sec. 11301 et seq.).

(2) A description of how unduplicated pupils, as defined in subdivision (b) of Section 42238.02, would be able to access available home-to-school transportation at no cost to the pupils.

(b) (1) The plan shall be developed in consultation with classified staff, teachers, school administrators, regional local transit authorities, local air pollution control districts and air quality management districts, parents, pupils, and other stakeholders.

(2) The plan shall be presented and adopted by the governing board of the local educational agency in an open meeting with the opportunity for in-person and remote public comment.

(c) The plan may provide for the local educational agency to partner with a municipally owned transit system to provide service pursuant to this section to middle school and high school pupils.

(d) Nothing in a local educational agency's plan shall preclude a local educational agency from providing no-cost transit passes to pupils.

(e) For purposes of this section, "local educational agency" means a school district, excluding a school district with a districtwide charter petition approved pursuant to Section 47606, or a county office of education.

2. Overview

The Santa Barbara Unified School District Transportation Plan incorporates existing Board Policies (BP) and Administrative Regulations (AR) governing pupil transportation support services, as well as augmented descriptions of available services for the current school year. The plan describes:

- Board authorized transportation services offered to pupils
- the prioritization of planned transportation services for pupils in transitional kindergarten, kindergarten, and any of grades 1 - 6
- how unduplicated pupils will be able to access available home-to-school transportation at no-cost to the pupils.
- transportation services accessible to homeless pupils, foster youth, and students with disabilities.
- the required consultation with classified staff, teachers, school administrators, regional local transit authorities, local air pollution control districts and air quality management districts, parents, pupils and other stakeholders.

3. Pupil Transportation Operations Board Policy 3540

The Governing Board desires to provide for the safe and efficient transportation of students to and from school as necessary to ensure student access to the educational program, promote regular attendance, and reduce tardiness. In determining the extent to which the district will provide transportation services, the Board shall weigh student and community needs against the cost of providing such services.

The Superintendent or designee shall recommend to the Board economical, environmentally sustainable, and appropriate means of providing transportation services. The district's transportation services may be provided by means of a joint powers agreement, a cooperative student transportation program, or a consortium, as permitted by law.

No student shall be required to be transported for any reason without the written permission of the student's parent/guardian, except in emergency situations involving illness or injury to the student pursuant to Education Code 35350 or the evacuation of students as necessary for their safety.

Transportation Plan

The Superintendent or designee shall develop a transportation plan in consultation with classified staff, teachers, school administrators, regional local transit authorities, local air pollution control districts and air quality management districts, parents/guardians, students, and other stakeholders. (Education Code 39800.1)

The transportation plan shall be presented to and adopted by the Board at an open meeting, with the opportunity for in-person and remote public comment, and shall be updated annually by April 1. (Education Code 39800.1)

The transportation plan shall include descriptions of the following: (Education Code 39800.1)

4. The transportation services offered to students

5. How transportation services will be prioritized for low-income students, students in transitional kindergarten, kindergarten, and any of grades 1 to 6, inclusive

6. The transportation services accessible to students with disabilities and homeless children and youth, as defined pursuant to the federal McKinney-Vento Homeless Assistance Act (42 USC 11301)

7. How unduplicated students, as defined in Education Code 42238.02, will be able to access available home-to-school transportation at no cost

Transportation Contracts

The Board may purchase, rent, or lease vehicles; contract with a common carrier or municipally owned transit system; contract with responsible private parties including the parent/guardian of the student being transported; and/or contract with the County Superintendent of Schools. (Education Code 35330, 39800, 39801)

In contracting for transportation services, the district shall comply with all applicable laws related to bids and contracts. (Education Code 39802-39803)

Expenses and Fees

In lieu of providing transportation in whole or in part, the district may pay the student's parents/guardians either their actual and necessary expenses in transporting the student or the cost of the student's food and lodging at a place convenient to the school. In either case, the amount of the payment shall not exceed the cost that would be incurred by the district to provide for the transportation of the student to and from school. (Education Code 39806-39807)

The Board may charge a transportation fee to parents/guardians of transported students in accordance with Education Code 39807.5 and BP/AR 3250 - Transportation Fees.

Safety and Monitoring

The Superintendent or designee shall develop procedures to promote safety for students traveling on school buses.

The district may install a global positioning system (GPS) on school buses and/or student activity buses in order to enhance student safety and provide real-time location data to district and school administrators, and parents/guardians.

The Superintendent or designee shall ensure the qualifications of bus drivers and related staff employed by the district, provide for the maintenance and operation of district-owned school buses and other equipment, and ensure adequate facilities for equipment storage and maintenance.

8. Transportation Routes and Services

Administrative Regulation 3541

The Superintendent or designee shall design transportation routes and stops within district boundaries that promote student safety, maximum efficiency in the use of buses, and decreased traffic in and around the schools.

Transportation eligibility is based on whether or not a student's pedestrian route crosses highways or busy streets. Students shall be eligible for transportation service to and from school if the students live within the boundaries of the following elementary schools: Adams, Monroe, Washington, ~~Roosevelt, and the students who live north of Goleta and attend Goleta Valley Junior High or Dos Pueblos High School~~.

Transportation to secondary schools is available through the Metropolitan Transit District (MTD). (AR 3540.1)

The Superintendent or designee shall communicate in writing to parents/guardians regarding bus routes, schedules, and stops. He/she may also arrange for local media to publish such information.

With the Governing Board's authorization, transportation services may be provided or arranged by the district for:

1. Students traveling to and from school during the regular school day (Education Code 39800)

2. Field trips and excursions (Education Code 35330)

3. School activities, expositions or fairs, or other activities determined to be for the benefit of students (Education Code 39860)

4. District employees, parents/guardians, and adult volunteers traveling to and from educational activities authorized by the district (Education Code 39837.5)

5. Preschool or nursery school students (Education Code 39800)

6. Students traveling to full-time occupational classes provided by a regional occupational center or program (Education Code 39807.5, 41850)

7. Students traveling to and from their places of employment during the summer in connection with a summer employment program for youth (Education Code 39837)

8. Matriculated or enrolled adults traveling to and from school, or adults for educational purposes other than to and from school (Education Code 39801.5)

9. Private school students, upon the same terms, in the same manner, and on the same routes provided for district students (Education Code 39808)

10. Nonschool purposes as allowed by law, such as:

    a. Community recreation (Education Code 39835)

    b. Public transportation (Education Code 39841)

    c. Transportation of government employees to and from their places of employment (Education Code 39840)

The district shall provide home-to-school transportation and additional transportation services as needed for students with disabilities as specified in their individualized education program or Section 504 plan. (Education Code 41850; 20 USC 1400-1482; 34 CFR 104.4, 300.17, 300.34)

The Superintendent or designee shall provide transportation to homeless students in accordance with law, Board policy, and administrative regulation. When the student resides outside of district boundaries, the Superintendent or designee shall consult with the superintendent of the district of residence to apportion the responsibility and costs of transportation. (42 USC 11432)

The Superintendent or designee shall collaborate with the local child welfare agency to determine the provision, arrangement, and funding of transportation to enable foster youth to attend their school of origin when it is in the student's best interest to do so. (20 USC 6312)

9. Prioritization of Transportation Services Grades TK-6

Transportation services are offered to pupils from transitional kindergarten through grades 6 who attend the following elementary schools: Adams, Monroe, Washington, ~~Roosevelt~~. Busing is designed to provide safe transportation for students who travel near highways or busy roads. For Routes, pick-up and drop-off times, see the Santa Barbara Unified website **click here.**

Santa Barbara Unified contracts with Zūm Services, Inc to provide home-to-school busing services at no cost to the students or families at the four elementary schools.

The Superintendent or designee shall provide written safety information to the parents/guardians of all students in grades TK through 6 who have not previously been transported in a district school bus or student activity bus. (Education Code 39831.5) (cf. 5145.6 - Parental Notifications)

This information shall be provided upon registration and shall contain:

1. A list of school bus stops near each student's home
2. General rules of conduct at school bus loading zones
3. Red light crossing instructions
4. A description of the school bus danger zone
5. Instructions for safely walking to and from school bus stops

Intradistrict transfers:
Except as required for students who transferred out of a Title I program improvement school prior to the 2016-17 school year and choose to remain in the school of enrollment, the district shall not be obligated to provide transportation for students who attend school outside their attendance area. In the case of transfers out of Title I program improvement schools, transportation will only be provided during the period that the school continues to be designated as program improvement school.

(Board Policy 5116.1- Intradistrict Open Enrollment)

10. Transportation Services for Grades 7-12

Santa Barbara Unified partners with the Metropolitan Transit District to provide services to junior high and high school students who attend the following schools: La Colina, Goleta Valley, La Cumbre, San Marcos, and Dos Pueblos. Busing is designed to provide safe transportation for students who travel near highways or busy roads. **Click here for MTD Routes.**

MTD provides booster routes to these junior high and senior high schools outside their usual city routes. The District purchases bus passes from MTD for students to purchase at their home school sites.

No Cost Transportation Services for Unduplicated Pupils Grades 7-12

The district will provide **free bus passes** for junior high and high school students who ride buses operated by the local Metropolitan Transit District (MTD) to and from school if the student is eligible for free or reduced meals, or is an English learner, or is a foster youth. The student only needs to meet one of the criteria to be eligible.

11. Transportation Offered to Homeless Pupils and Foster Youth

The Superintendent or designee shall provide transportation to homeless students in accordance with law, Board policy, and administrative regulation. When the student resides outside of district boundaries, the Superintendent or designee shall consult with the superintendent of the district of residence to apportion the responsibility and costs of transportation.

(42 USC 11432) (cf. 6173 - Education for Homeless Children)

The Superintendent or designee shall collaborate with the local child welfare agency to determine the provision, arrangement, and funding of transportation to enable foster youth to attend their school of origin when it is in the student's best interest to do so.

(20 USC 6312)

12. Transportation Services Offered to Pupils with Disabilities

The Governing Board desires to meet the transportation needs of students with disabilities to enable them to benefit from special education and related services. The district shall provide appropriate transportation services for a student with disabilities when the district is the student's district of residence and the transportation services are required by his/her individualized education program (IEP) or Section 504 accommodation plan.

The specific needs of the student shall be the primary consideration when an IEP team is determining the student's transportation needs. Considerations may include, but are not limited to, the student's health needs, travel distances, physical accessibility and safety of streets and sidewalks, accessibility of public transportation systems, midday or other transportation needs, extended-year services, and, as necessary, implementation of a behavioral intervention plan.

The Superintendent or designee shall provide IEP teams with information about district transportation services in order to assist them in making decisions as to the mode, schedule, and location of transportation services that may be available to each student with disabilities. The IEP team may communicate with district transportation staff and/or invite transportation staff to attend IEP team meetings where the student's transportation needs will be discussed.

Transportation services specified in a student's IEP or Section 504 plan shall be provided at no cost to the student or his/her parent/guardian.

If a student whose IEP or accommodation plan specifies transportation needs is excluded from school bus transportation for any reason, such as suspension, expulsion, or other reason, the district shall provide alternative transportation at no cost to the student or parent/guardian. (Education Code 48915.5)

When contracting with a nonpublic, nonsectarian school or agency to provide special education services, the Superintendent or designee shall ensure that the contract includes general administrative and financial agreements related to the provision of transportation services if specified in the student's IEP. (Education Code 56366)

The Superintendent or designee shall arrange transportation schedules so that students with disabilities do not spend an excessive amount of time on buses compared to other students. Arrivals and departures shall not reduce the length of the school day for these students except as may be prescribed on an individual basis.

The Superintendent or designee shall ensure that any mobile seating devices used on district buses are compatible with bus securement systems required by 49 CFR 571.222. (Education Code 56195.8)

As necessary, a student with disabilities may be accompanied on school transportation by a service animal, as defined in 28 CFR 35.104, including a specially trained guide dog, signal dog, or service dog. (Education Code 39839; Civil Code 54.1-54.2; 28 CFR 35.136)

When transportation is not specifically required by the IEP or Section 504 plan of a student with disabilities, the student shall be subject to the rules and policies regarding regular transportation offerings within the district.

13. Transportation Services Other than Home-to-School

With the Governing Board's authorization, transportation services may be provided or arranged by the district for:

- Field trips and excursions
- School activities, expositions or fairs, or other activities determined to be for the benefit of students
- District employees and parents/guardians traveling to and from educational activities authorized by the district
- Students traveling to full-time occupational classes provided by a Regional Occupational Program or Center
- Matriculated or enrolled adults traveling to and from school, or adults for educational purposes other than to and from school.

14. Transportation Funding and Finances

The transportation plan addresses updates to and primarily about the following fiscal school year and is based on the prior Unaudited Actuals data.

There is no requirement for stakeholder consultation on an annual or update basis after the initial development of the plan. Figure 1 below contains the projected reimbursement based on the previous year's transportation expenses.

SBUSD Transportation Plan for 25-26		
Revenue Calculation (using prior year Unaudited Actuals)		
Total 2023-24 Transportation Expenses (Function 3600)		$5,792,509
Less Capital Outlay (Object 6XXXX, function 3600)		$0
Less Nonagency Expenditures (Goal 7110, 7150, function 3600)		$0
	subtotal	$5,792,509
60% Reimbursement		$3,475,505
Less Transportation add-on from 2023-24 LCFF Calculator (adjusted for COLA)		$901,779
Total Revenue (Obj 8590, Resource 0000) [Reimbursement less LCFF add-on]		**$2,573,726**
25-26 Projected Expenditures and Other Financing Uses (Using Current Year 24-25)		
2000 - 2999	Classified Salaries	$0
3000 - 3999	Employee Benefits	$0
4000 - 4999	Books and Supplies	$0
5000 - 5999	Services and other Operating Expenditures	$4,435,579
6000 - 6999	Capital Outlay	$0
7000 - 7999	Other Outgo	$0
Total Expenditures Projected based on actuals and encumbrances for 24-25 plus increase for MTD		**$4,435,579**

Figure 1: Transportation Funding Reimbursement Calculation

Board Approval of Initial Plan: March 14, 2023.

Transportation plans must be updated annually before April 1st. Adopting the plan by the governing board is a local decision, not a requirement. The Transportation Plan and revenue calculations were developed in accordance with Education Code Sections 39800.1 and 41850.1.

15. Appendix – Stakeholder Consultations

In compliance with the mandate, Figure 2 lists the stakeholders invited to collaborate on the development of the (Local Educational Agency) initial transportation plan. After the initial plan is implemented, stakeholder input is no longer required.

Stakeholder Entities	Date
Classified staff	March 1-6, 2023
Teachers	March 6, 2023
School Administrators	March 3, 2023
Pupils	March 2, 2023
Regional Local Transit Authority	February 27, 2023
Local Air Pollution District	February 28, 2023
Local Air Quality District	No Local Agency
Other Stakeholders—Student Transportation of America	February 27, 2023

Figure 2: Required Stakeholder Consultations