

TD1 (b)

Superintendent School Bus Funding Application

SCHOOL DISTRICT NO. 22 (VERNON)

**APPLICATION TO USE SCHOOL BUSES & LOU 14 FUNDING
FOR OTHER THAN DAILY TRANSPORTATION**

TD1(b)

DOWNLOAD this form! Please do not attempt to fill out this form while open in a browser window. **COMPLETE FORM** and save this PDF. EMAIL to your Secretary in Charge for GL Account code and Administrators signature. Once complete save/email forward to Transportation (transdept@sd22.bc.ca) Transport
(A trip number will be assigned as confirmation of booking and Emailed back to Secretary In Charge)

TRIP #

TO / FROM

- 1. Trip Date: _____ # of students: _____ Grade: _____ # of Adults: _____
- 2. FROM: _____ AT: _____
(Specify location and proper address) (Departure Time)
- 3. TO: _____ RETURN: _____
(Specify location and proper address) (Departure Time)
- 4. Additional Details: _____
- 5. Special Request: compartments wheelchair Details: _____
- 6. Account Code: _____ School: _____
- 7. Teacher: _____ Contact Name & Cell Ph#: _____
(While on trip for driver)
- 8. School Department: _____ Purpose of Trip: _____

DATE OF APPLICATION (Filled out at Transportation Office)

APPROVED BY: _____

TRIP ESTIMATE PROVIDED BY TRANSPORTATION: _____

SUPERINTENDENT'S APPROVAL: _____ DATE: _____

Itinerary if overnight or multiple drop off locations. Include pickup and return times and locations.

SCHOOL DISTRICT NO. 22 (VERNON)

LOU 14 FUNDING & BUSSING AGREEMENT INFORMATION SHEET

This Agreement Replaces the TD5 Process

Background

During the 2014 round of collective bargaining between SD 22 and CUPE 5523 it was agreed that the parties would continue discussions regarding changes to LOU 14 Transportation Services Student Activity Policy and Procedures and district practices in order to arrive at an understanding that would meet the needs of the district and the union. The school district sought amendments to the LOU to reduce the amount of parent based complaints arising from the TD 5 process and create administrative efficiencies. CUPE expressed willingness to discuss the issue of parent based complaints but did not want to see a reduction in earnings for bus drivers. It was acknowledged that an opportunity to support additional in-district curricular school field trips would be of benefit to students and drivers as well as helping to support local businesses. Ensuring student safety was an ongoing concern for both parties.

Agreement

It is agreed by the parties that the intent of this agreement is to:

- Maintain or increase the number of extra trips and hours for drivers
- Increase the number of curricular field trips
- Reduce or eliminate the number of parent based complaints

The Transportation Services Student Activity Policy and Procedures LOU will be amended as contained in Appendix A. This amendment will be made in exchange for a commitment from the School District for an annual budgeted amount commencing at \$10,000 in 2014 and increasing by \$1,500 per year for the life of the 2014-2019 Agreement. **This fund will be available for schools for the purpose of covering bussing costs for in-district curricular school field trips.**

Term

This agreement will be for the term of the current collective agreement ending June 30, 2019. The agreement will be re-opened for discussion in June 2016. Any disputes arising out of this agreement or the LOU will be subject to the grievance procedure.

To Apply for These Funds

Fill out a TD1(b) PDF and email a copy to the Transportation Department for and estimate. Once approved by the Superintendent's office they will send a copy to the Transportation Department who will confirm booking by sending a numbered and approved copy back to the requesting school

APPENDIX A

LETTER OF UNDERSTANDING 14 INFORMATION SHEET TRANSPORTATION SERVICES STUDENT ACTIVITY POLICY AND PROCEDURES

Bus driving activity shall be conducted by the parties in accordance with the obligations set out in the arbitration award of September, 1980.

The specific areas that the Union will provide relief are:

- **Trips driven by volunteer parent drivers with their own private vehicle. Utilization of a rental vehicle shall be considered a violation of this agreement.**
- **Trips with five (5) students or less.**
 - **Ex: Non volunteer parent driven trips with over 5 students require a school bus**
- **Overnight trips utilizing a highway touring motor coach bus (non-school bus type).**

The district is responsible to ensure that appropriate steps are taken to ensure compliance with all regulatory requirements when school busses are not the chosen means of transportation.

Single Day Trips:

Except as described above, all single day curricular, co-curricular or extra-curricular in district or out of district travel shall be required to utilize school district busses and school district bus drivers.

Overnight Trips:

Overnight trips may utilize a motor coach bus. School district busses and school district bus drivers may be used for overnight trips but are not required, however if any school bus type vehicle is to be utilized for an overnight trip it shall be with a school district bus and a school district bus driver.

Failure to comply with any one or more of the above requirements will be considered a breach of the Collective Agreement.

Any relief granted by the Union at any time shall not be prejudicial to the Union.

This Letter of Understanding shall expire at the end of the 2014-2019 Agreement unless mutually renewed by the parties. This LOU will be re-opened for discussion in June 2016. In the event the parties do not agree to renew this Letter of Understanding, the Letter of Understanding #15 from the 2012-2014 Collective Agreement shall be reinstated in full.