



**MOORHEAD**  
**AREA PUBLIC SCHOOLS**

**INDEPENDENT SCHOOL DISTRICT 152  
Special School Board Meeting  
MAPS Operations Center Board Room 600  
1313 30<sup>th</sup> Avenue South  
Moorhead, Minnesota**

**August 11, 2022  
6:00 PM**

**Live Stream Link:** <https://www.youtube.com/watch?v=b9s5yRhLQF0>

**MISSION STATEMENT:** To develop the maximum potential of every learner to thrive in a changing world.

<b>BOARD MEMBERS:</b>	Cassidy Bjorklund, Vice-Chair	Rachel Stone, Treasurer
	Melissa Burgard, Chair	Matt Valan, Director
	Kara Gloe, Clerk	Keith Vogt, Director
	Scott Steffes, Director	Dr. Brandon Lunak, Superintendent of Schools

### **AGENDA PACKET**

#### **1. CALL TO ORDER**

- A. Call to Order and Roll Call
- B. Pledge of Allegiance
- C. Preview of Agenda – Dr. Brandon M. Lunak
- D. Approval of Agenda
- E. Public Forum

The Public Forum will be open up to thirty (30) minutes for public comment on an agenda item at the Special Meeting of the School Board. Individuals who wish to speak during the Public Forum have submitted a written request by 1:00 p.m. on the day of the meeting. The School Board Chair will call speakers to the microphone and will recognize one speaker at a time. Each speaker is permitted to speak for up to three (3) minutes total.

Public Comment sessions will not be recorded or live streamed.

**2. NEW BUSINESS**

**A. Student Transportation Hybrid Option for the 2022-2023 School Year: Steve Moore**

Suggested Resolution: Move to approve MAPS Policy 720 *Student Transportation Eligibility Guidelines* due to the emergency determination as provided by MAPS Policy 221 *School Board Policy Development, Adoption, Implementation, and Review* as presented.

Moved by:

Seconded by:

Discussion:

**3. SUPERINTENDENT UPDATES**

**4. ADJOURNMENT**

Suggested Resolution: Move to approve adjournment of the August 11, 2022 Special School Board Meeting at \_\_\_\_.

Moved by:

Seconded by:

Discussion:



TO: School Board

FROM: Steve Moore, Executive Director of Operations and Emergency Management

DATE: 08/08/2022

RE: Student Transportation Hybrid Option for the 2022-2023 School Year

Steve Moore, executive director of operations and emergency management, and Sean Schneider, supervisor of transportation, will present the Student Transportation Hybrid Option for the 2022-2023 school year that addresses the current bus driver shortage. The hybrid option impacts bus drivers, students, staff, and parents however, until staffing improves the district needs to implement this change.

In order to minimize the impact and distribute the burden across the board to our community, the following Hybrid Option will;

- Condense routes to match the current number of drivers.
- Combine private school students with public school students
- Expand the parental responsibility zone to the state maximum of 2 miles in grades 5-12.

As a result of this change, Policy 720, *Student Transportation Eligibility Guidelines* will need to be revised due to the adjustment to the district's hazardous crossing designations.

MAPS Policy 221 *School Board Policy Development, Adoption, Implementation, and Review* under Section IV Adoption Item C. states "In case of an emergency or due to legislative or state department required modifications or timelines in which the School Board has no control, a new or modified policy may be adopted by a majority vote of a quorum of the School Board. A statement regarding the need for immediate adoption of the policy shall be included in the minutes. The School Board has the discretion to determine what constitutes an emergency situation."

Administration recommends that the School Board considers this emergency determination in which the School Board has no control due to the timeline constraints to implement the changes in student transportation routing and hazardous crossing designations and immediately adopt the revised Policy 720 Student Transportation Eligibility Guidelines.

Suggested Resolution: Move to approve Policy 720 *Student Transportation Eligibility Guidelines* due to the emergency determination as provided by Policy 221 *School Board Policy Development, Adoption, Implementation, and Review* as presented.

SM:dmb

ATTACHMENTS:  
Presentation



# **Transportation Route Analysis (Contingency Planning)**

**Steve Moore**  
**Executive Director of Operations and EM**

# Overview

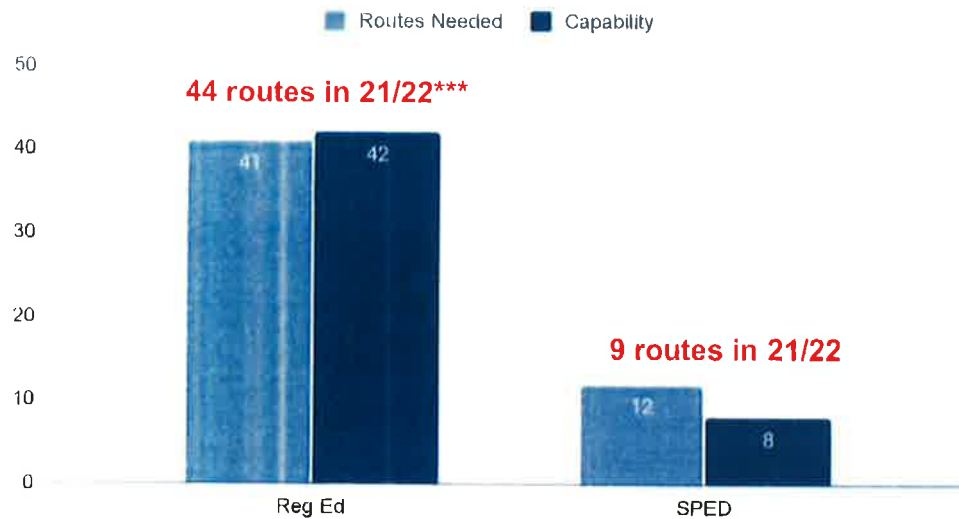


- Routing data (preliminary and current)
- Approved Hybrid Option
- Policy 720 Changes

# 2022/2023 School Year - Preliminary Routing



Total Routes Programmed vs. Route Capability



School Level	Average Assigned	Low/High Range	Rural Routes
Elementary	48-50	Low: 24 High: 60	Georgetown/DGF: 90 min Avg: 40 min
Middle School	55	High: 60-65	Sabin: 90 min Avg: 40 min
High School	90	Low: 60 High: 250	N/A

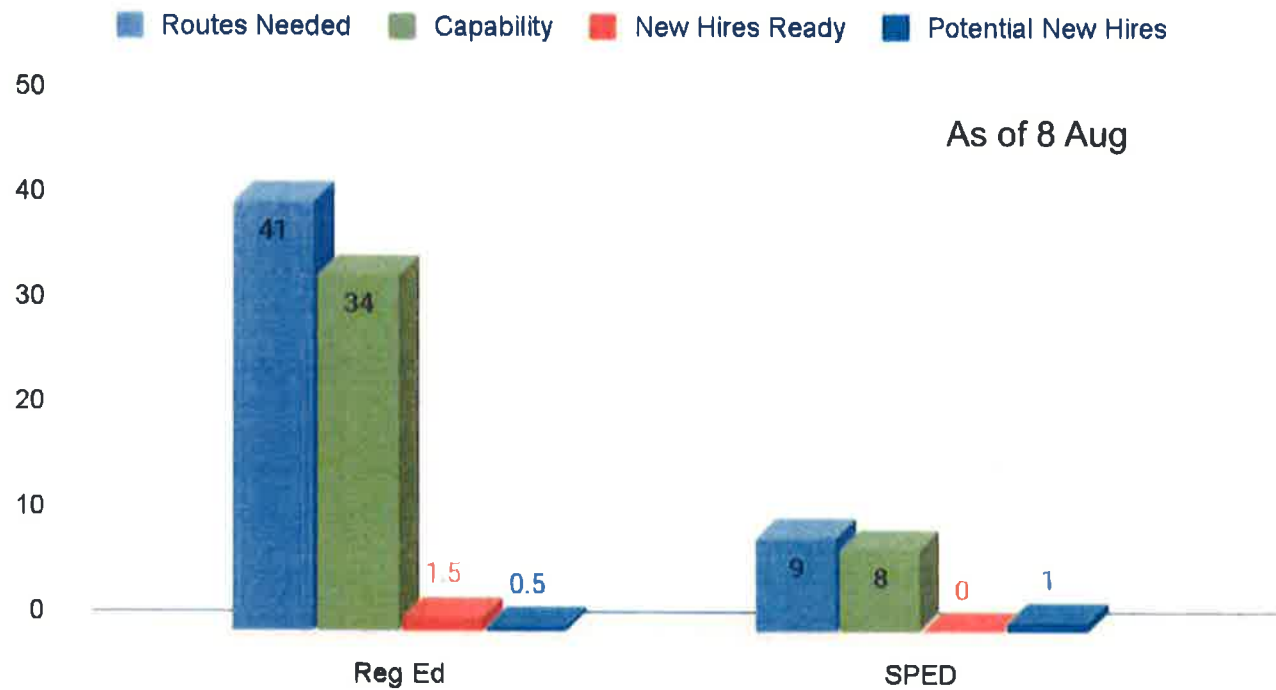
\*Preliminary routing with current known data - subject to change

\*\*Optimal max load capacity is 53 (max capacity 77)

\*\*\*Staffing down 7 from 20/21 to 21/22 and routes were already consolidated

# 2022/2023 School Year - Current Routing

## Reg Ed and SPED

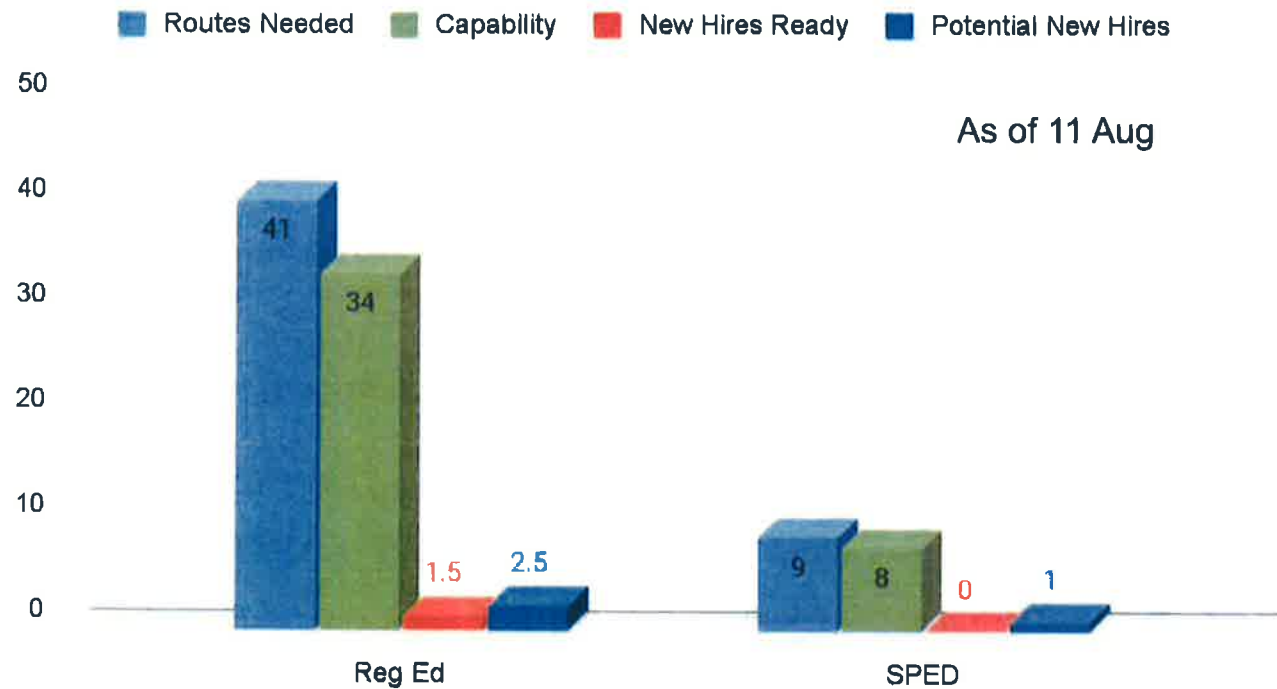


\*Staffing down 14 from 20/21 to 22/23 and routes were already consolidated



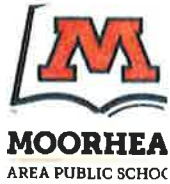
# 2022/2023 School Year - Current Routing

## Reg Ed and SPED



\*Staffing down 14 from 20/21 to 22/23 and routes were already consolidated

## 2022/2023 School Year - Approved Hybrid Option



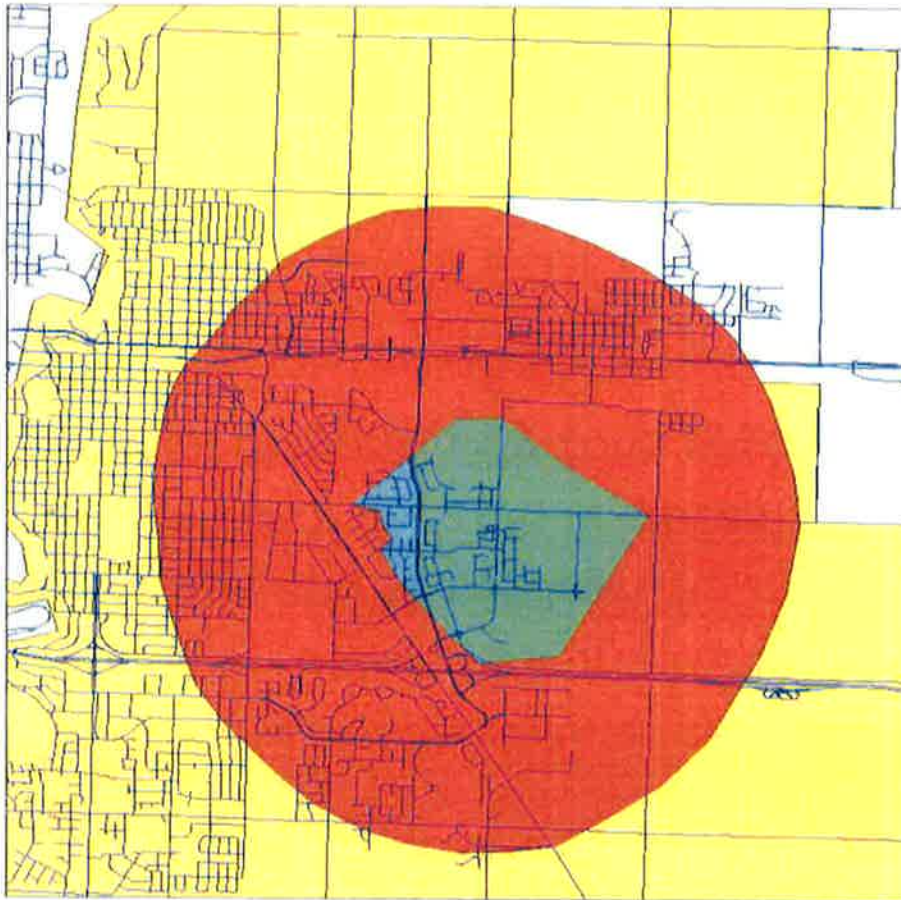
- Hybrid - brings us back to 55 max assigned at elementary and Horizon
  - Partial from Option 1 - Condense routes to match current number of drivers
    - Items implemented:
      - Creates a few routes with 70+ students
      - Combine rural MHS routes: Provides 1 route
  - Option 2 - Combine private school students with public school students
    - Full implementation: Provides 8 elementary runs and 4 MHS runs
  - Partial from Option 4 - Expand parental responsibility zone to the state maximum of 2 miles for Horizon and MHS/MHSCA
    - Removes 8-10 runs at the Horizon level
    - Removes 8-11 MHS/MHSCA runs
      - Elementary schools will still have the 1-mile radius rule

## 2022/2023 School Year - Approved Hybrid Option



- Partial from Option 4 - Expand parental responsibility zone to the state maximum of 2 miles for Horizon and MHS/MHSCA
  - Requires removal of hazardous crossings
  - 2-mile parental responsibility zone applies to all grade levels for private schools

# 2022/2023 School Year - Horizon Middle School Standard 2-mile radius



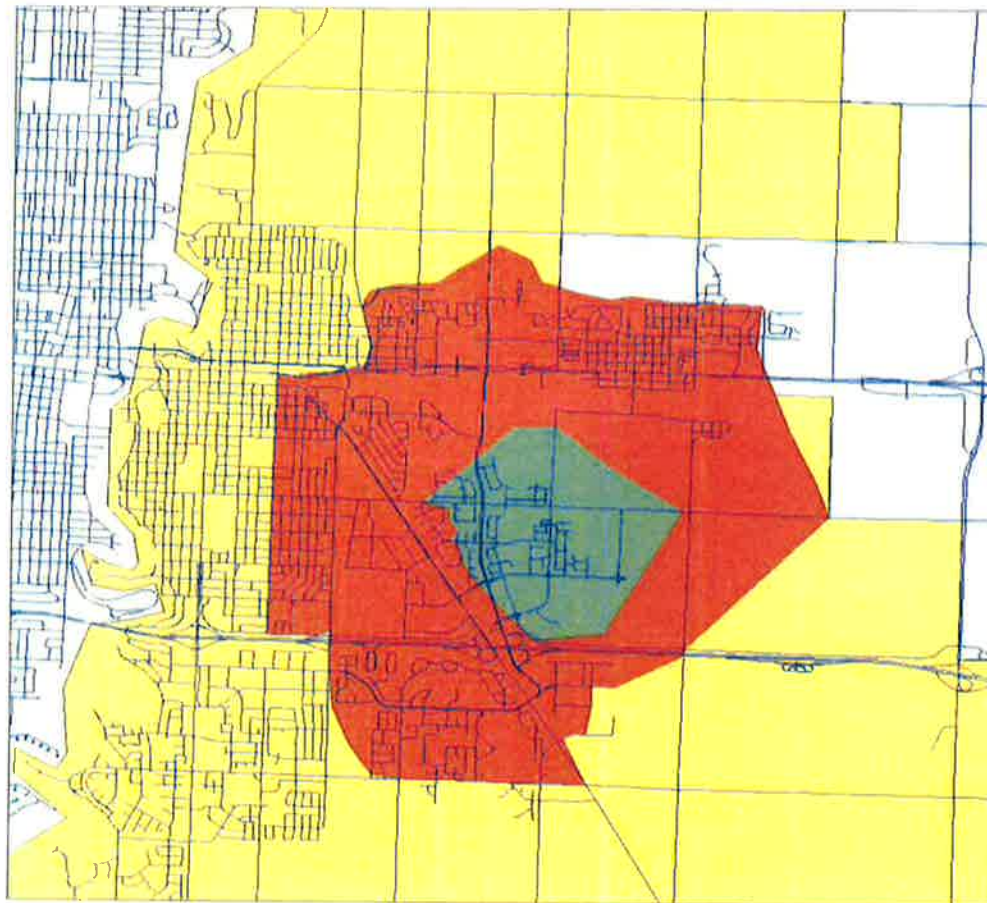
## Middle School

Green: 1-mile radius

Blue: Hazardous crossing

Orange: Simple 2-mile radius

# 2022/2023 School Year - Horizon Middle School Optimized 2-mile Radius



## Middle School

Green: 1-mile radius

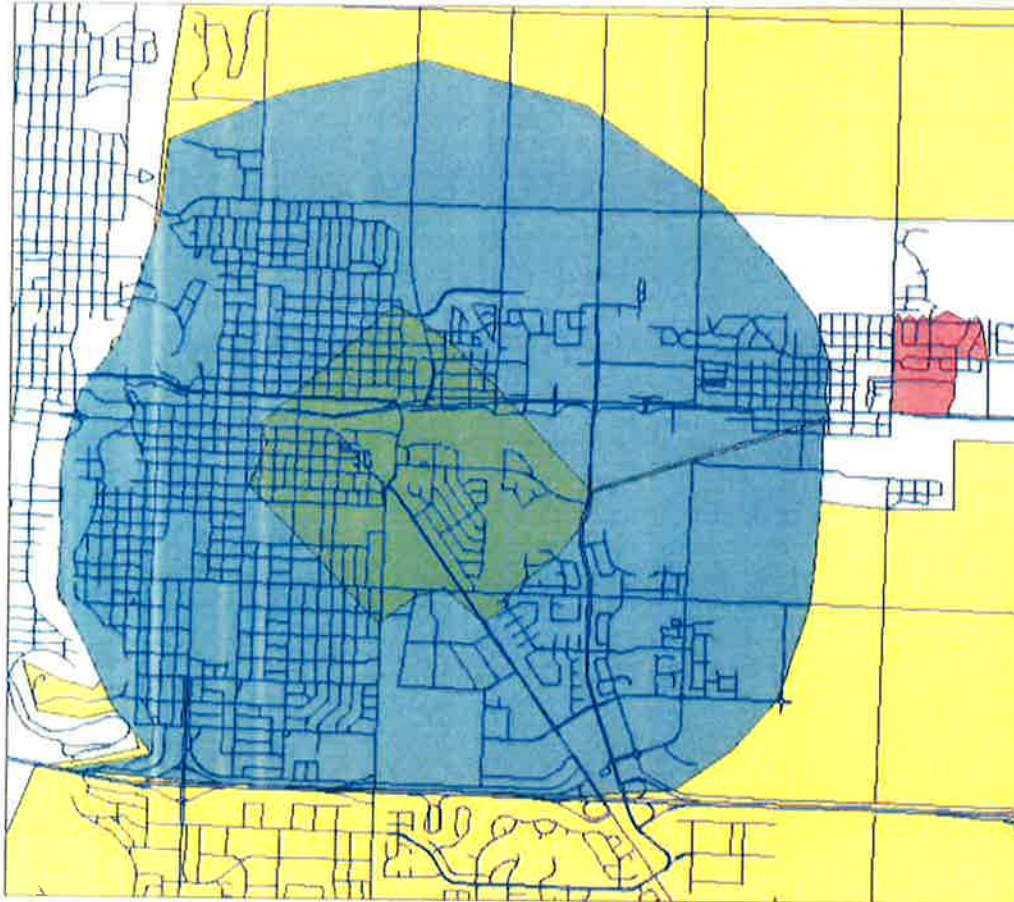
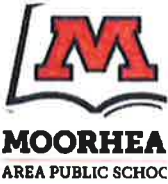
Orange: Optimized 2-mile radius  
using natural boundaries



## 34 St S /. Ridgewood Crossing Improvements



# 2022/2023 School Year - MHS Optimized 2-mile radius



## MHS/MHSCA

Green: 1-mile radius

Blue: Adjusted 2-mile radius using natural boundaries

Yellow and Pink: District



## 2022/2023 School Year - Incremental Plan



- As staffing improves we will make the following changes in priority order
  1. Return the PRZ for Middle School and MHS/MHSCA to a 1-mile radius
    - a. We will add routes as we add additional drivers to “buy back” areas until we are back to 1-mile radius with hazardous crossings
    - b. Objective: Return to 1-mile radius by 1 Nov
  2. Reduce rural route times back to 90 minutes or less
  3. Reduce the load capacity back to 50-55 for all routes





**Questions?**

## Student Transportation Eligibility Guidelines

<b>Type:</b>	School Board Policy
<b>Section:</b>	700 NON-INSTRUCTIONAL OPERATIONS AND BUSINESS SERVICES
<b>Code:</b>	720
<b>Adopted Date:</b>	10/31/1981
<b>Revised Date(s):</b>	06/11/2007, 08/23/2010, 12/15/2014, 06/25/2018
<b>Reviewed Date(s):</b>	04/25/1989, 01/14/1992, 05/11/1998, 01/27/2003, 10/10/2005, 06/11/2007, 08/23/2010, 12/15/2014, 01/16/2015, 06/25/2018
<b>Attached Files:</b>	

No Documents Found.

### I. PURPOSE

The purpose of this policy is to provide eligibility guidelines for transportation of Moorhead Area Public Schools students.

### II. GENERAL STATEMENT

Moorhead Area Public Schools will provide regular school day transportation, to and from, to students who reside within the school district boundaries and meet the following criteria:

A. Kindergarten through **grade four (4)** students, who reside one (1) mile or more from the building to which the school district assigns the student;

**B. Five (5) through twelve (12) students, who reside two (2) miles or more from the building to which the school district assigns the student;**

**C. Private Schools: St. Joseph (K-8) and Park Christian (K-12) students, who reside two (2) miles or more from the school building to which the students are enrolled;**

**D.** Students who must cross or use an area identified as being an extraordinary traffic hazard to and from school (refer to eligibility guidelines);

### III. ELIGIBILITY GUIDELINES

A. The following will be used as guidelines for reviewing and developing school bus transportation for the Moorhead Area Public Schools. (Refer to [Administrative Procedure 720.1: Special Education Transportation](#) and [Administrative Procedure 720.2: Transportation Plan](#).)

Recommended maximum walking distances to bus stops:

#### Grade Level - Distance to Stop

K - 4	.15 mile (1-2 blocks)
5 - 8	.3 mile (4-5 blocks)
9 - 12	.5 mile (6-7 blocks)

These are recommended distances to bus stops and will not be possible in all areas of the school district.

B. Regular school day transportation services will be provided within the normal walk zone (one (1) mile walking distance) of a specific school if it is determined that a hazardous crossing or walking area exists. The following are determined to be hazardous crossing or walking areas:

#### 1. Robert Asp Elementary School:

- 1st Avenue North - This is a high-volume traffic area and is a primary vehicle access to Minnesota Highway 10.

#### ~~2. Park Christian School:~~

- ~~• 1st Avenue North - Same rationale as for transportation to Robert Asp Elementary.~~
- ~~• Highway 75 - This is a state highway which does not have appropriate sidewalks or crossing signals.~~

#### 3. Ellen Hopkins Elementary School:

- 8th Street South/Highway 75 ~~- This state highway does have walk/do not walk signals; however, this is a very busy and hazardous crossing for students in K-4 grades.~~
- 12th Avenue South from 8th Street South to 20th Street South.

#### 4. S.G. Reinertsen Elementary School:

- 8th Street South/Highway 75 South.

#### ~~5. St. Joseph School:~~

- ~~• 8th Street South.~~

● Main Avenue South.

6. ~~Horizon Middle School:~~

● 34th Street (south of I-94 to Highway 10).

7. ~~Moorhead High School:~~

● Highway 75 North of Highway 10—This highway has no sidewalks or pedestrian crossing areas.

8. ~~Dorothy Dodds Elementary School~~

● 34th Street (south of I-94 to Highway 10).

9. ~~Probstfield Elementary School~~

● 8th Street South/Highway 75

● 12th Avenue South from 8th Street South to 20th Street South.

10. Any areas as determined by the Superintendent ~~or designee~~ as hazardous where new development is occurring.

C. Hazardous Areas Near Schools - Student and/or adult crossings will be identified by the ~~executive director of operations and emergency management or designee~~ ~~director of transportation~~ in consultation with the ~~building administrator~~ ~~Superintendent~~.

D. Service to Private Roads - Buses being used to serve Moorhead Area Public School students will not be allowed to use private drives except for handicapped transportation vehicles whose students cannot walk to a regular bus stop and regular transportation vehicles with specific approval from the director of transportation.

E. Transportation to Alternate Addresses - Moorhead Area Public Schools will accept responsibility for one AM address and one PM address for a child. If a parent wishes to have a daycare site as the regular stop for their child, that stop must be the same every day. Any changes in the bus stop will require a five (5) day written notice to the transportation office. The new address must be for a permanent change. Emergency address changes must be approved by the building administrator and will not be accepted by the transportation office or the bus driver.

F. Authorized Riders - Moorhead Area Public Schools' bus drivers will only accept passengers assigned to the route. Students who will be attending parties, non-school classes or meetings, etc. will not be accepted as passengers on school routes. Building administrators may provide temporary authorization to students for emergencies if space is available on the school bus.

Legal Reference:

Minn. Stat. 123B.88 (Independent School Districts; Transportation)

Cross References:

Moorhead School Board Policy 721: Student Transportation Safety

Moorhead School Board Policy 514: Students in Homeless Situations