

Student Transportation Appeal Form



The Iowa City Community School District provides mandatory transportation for students in accord with Iowa Code 285.1(a). The District may also provide additional student transportation opportunities as a matter of local policy.

Disagreements related to transportation fall into two categories: policy complaints and official appeals. Policy complaints may be handled through the Board Appendix 6 Complaint Process. This Complaint form is accessible on the District website. Official appeals only apply and are available to patrons who claim they live further than two miles from the school for K-8th grade students or three miles from school for 9th-12th grade students. The legal basis for an official appeal arises when a school patron and the District student transportation office cannot reach an agreement on the distance between the student's residence and their school attendance center as defined in Iowa Code 285.1(9) which states:

“Distance to school or to a bus route shall in all cases be measured on the public highway only and over the most passable and safest route as determined by the area education agency board, starting in the roadway opposite the private entrance to the residence of the pupil and ending in the roadway opposite the entrance to the school grounds or designated point on bus route.”

This code section is often misinterpreted to be the route a student would walk to school and not the route a school bus would drive to school. Legal precedence requires this code to be interpreted for the route a school bus could drive to school when mandatory transportation is in question.

If you believe that you should be receiving mandatory transportation and are not, please complete this form and submit to the District Transportation Department. This will initiate your appeal. Should the Board take action on this request, and if you are dissatisfied with the decision, Iowa Code 285.12 provides a procedure through which local transportation decisions can be appealed to the next level with the Area Education Agency (AEA) Board. To determine next steps in this process it is your responsibility to contact the AEA office for further direction.

PLEASE NOTE: Both complaint and appeal forms become a matter of public record when filed.

Questions can be directed to the Transportation Office by calling the Educational Services Center at 319-688-1187.

Student Name: _____ **Grade:** _____ **School:** _____

Student Name: _____ **Grade:** _____ **School:** _____

Parent/Guardian Name: _____ **Phone:** _____

Home Address: _____ **Zip:** _____

Email Address: _____ **Phone:** _____

Appeals will be coordinated with the Board of Education Meeting calendar.

Patron's position on distance disagreement. If more space is needed please attach a note to this form:

Parent/Guardian Signature: _____ **Date:** _____

OFFICE USE ONLY

Date received: _____ Date processed: _____ VT Mileage: _____ Date of Notification: _____