

SCHOOL DISTRICT NO. 63 (SAANICH)

POLICY DEVELOPMENT COMMITTEE
Report to Board Meeting of October 26, 2022

Committee Members:	Trustee Stelck Trustee Holman – regrets Trustee McMurphy
Staff Support:	Dave Eberwein, Superintendent of Schools Jason Reid, Secretary Treasurer Leigh Glancie, Sr. Exec Admin Assistant - regrets
Partner Representatives:	Don Peterson, STA – regrets Nola Welsh, CUPE Meaghan O'Brien, SAA Ashley Sonosky, COPACS
Other Attendees:	Trustee VanWell, Trustee Silzer & Chair Dunford

Committee Meeting

Tuesday, October 18, 2022

A. PRESENTATIONS AND QUESTIONS

No Items.

B. ITEMS DISCUSSED

1. Policy 21 (Bus & Van Transportation)

The Committee agreed to request that staff draft a survey with relevant background for consideration at the October 26th Board meeting focusing on how service is established, student safety, environmental sustainability, fees and economic viability.

C. ITEMS FOR RECOMMENDATION

No Items.

D. ITEMS FOR INFORMATION

No Items.

E. FUTURE AGENDA ITEMS

That the following remain as policies pending a review by the Board about what portions of these programs the Board wishes to retain as policy:

- Diversity & Inclusion
- Terminology for Referencing Consultation with First Nations
- Political Meeting Attendance by Staff

To: Policy Committee

Prepared By: Jason Reid
Secretary Treasurer

Subject: Bus Transportation Policy Review

Date: October 12, 2022

Purpose and Background

The purpose of this briefing note is to report on the results of a preliminary review of transportation policies in BC, and to seek direction from the Board regarding the broad objectives of the review. The next steps in the process would be to draft a terms of reference that would guide the review and consultation work.

At the June 15, 2022 Regular meeting of the Board of Education, the following motions were adopted:

- i. That the Superintendent be requested to review the Bus Transportation policy considering, among other issues, walk limits, communications, and environmental sustainability.
- ii. That the review of the Transportation policy be discussed with COPACS.

At the September 21, 2022 Regular meeting of the Board of Education, the following motion was adopted:

- i. That the Superintendent be requested to provide a review of Policy 21 (Bus & Van Transportation) to the October Policy Development Committee meeting.

Current Transportation Policy and Service

There are currently 21 routes serving the 14 neighbourhood schools. [Policy 21](#) provides the following guiding principles for the provision of transportation services:

- Establish routes that transport students living outside the walk limits (grades K to 5: 4.0 km / grades 6 to 12: 4.8 km) to and from their nearest catchment school.
- Manage within the operating budget established by the Board.
- Transport courtesy riders on existing routes only if additional capacity is available.
- When necessary to address a concern of safety or to serve a district program catchment area, additional school transportation may be provided.

[Policy 24](#) further clarifies that Programs of Choice, including French Immersion, are established without transportation assistance from the district.

Applying the present walk limits in our district, which is relatively contained geographically being a peninsula, means there are actually a greater number of courtesy riders than there are riders entitled to service by policy. This is particularly the case for elementary schools where the catchment areas are smaller. Service for elementary catchments varies depending on how the routes established for middle/secondary catchments are also able to serve elementary courtesy riders. As a result, there is significant variation in the service available for courtesy riders travelling to their catchment school from within walk limits. There is also significant variation in service for courtesy riders travelling to a French Immersion Program of Choice, with much better service being available in the North Zone relative to the South Zone.

Most of the requests that we receive to enhance existing services are from courtesy riders. This is in part because they represent the majority of riders, but also because they are accessing bus routes that were not designed or intended to serve their transportation requirements. A resulting challenge has been balancing the addition of new bus stops requested by courtesy riders, while maintaining adequate service for students entitled to service by policy (including managing wait times between drop-off/pick-up times relative to bell times).

Survey and Policy Observations

Our district recently distributed a survey to all districts in the province, with just over half of districts responding. The detailed survey results are included as attachment 1, and key results are summarized below:

- SD63 serves a greater proportion of students (29.3%) when compared to most other districts with a combination of rural and suburban areas: SD22 Vernon (27.6%), SD23 Central Okanagan (18.8%), SD33 Chilliwack (28.6%), SD34 Abbotsford (15%), SD67 Okanagan Skaha (24.1%), SD68 Nanaimo (14.8%), SD71 Comox (25%), SD73 Kamloops-Thompson (**31.0%**), and SD75 Mission (21.1%).
- Out of 33 responses, 13 school districts including SD63 have 4.0/4.8/4.8 walk limits, which are consistent with guidelines that were previously published by the Ministry of Education. There are 3 districts with walk limits that are greater, and 15 school districts that had walk limits that are lower. There is one district that reported no walk limits, and one district with 3.2km “as the crow flies” walk limits which are likely greater than 4.8km in most cases.
 - I reviewed the policies/procedures of districts that reported lower walk limits (see attachment 2), and noted that most of these districts also

have walk limits to the closest bus stop, restrict the spacing of bus stops, or designate certain areas as non-service areas. These additional limits would counter the impact of lower walk limits on necessitating expansion of routes. In SD63, policy/procedure does not specify walk limits to the bus stop, or the spacing of bus stops.

- Out of 32 responses, 25 districts reported that fees were not charged and 7 districts reported fees were charged. Of schools charging fees, only 3 appear to charge fees for regular catchment ridership, while others charged fees only for courtesy riders. One district reported charging only a nominal registration fee.
 - Note that in SD63, both late registrations and students who register and do not ride reduces the effectiveness of our route planning. A nominal fee for registration and/or late registration could improve route planning by reducing the number of late registrations and students who register and do not ride the bus.
- Most districts report that they provide transportation outside of catchment when it works (similar to Saanich). Some districts reported providing out of catchment services specifically for programs of choice including French Immersion.

School Districts Who Have Recently Revised Transportation Policies

Through this review, we learned of three districts that have recently undergone a significant review/revision of their transportation policies/procedures. My observations of key aspects of those policies/procedures are below:

- [SD62 \(Sooke\)](#)
 - Implemented annual registration/safety fee (\$25) and late registration fee (\$100)
 - Eligible riders are those travelling to their catchment school or a program of choice not offered at their school
 - “The District will not follow these Student Walk Limit guidelines and instead will work with the school and local authorities to identify and/or create safe routes to school. The intent of these safe routes is to increase the number of those walking and wheeling to and from school which will support the health and wellness of our students.”
 - “Where safe routes to a school have been identified, bus transportation services will not be offered by the District.”
 - “To the extent possible, routes will be designed to have students arrive at school no earlier than 30 minutes before the school’s first bell and

depart from schools no later than 30 minutes after the school's final bell."

- [SD46 \(Sunshine Coast\)](#)
 - The SD46 regulation focuses on initiatives supporting active student travel as part of a comprehensive approach to student transportation.
 - Walk limits: grades K to 7 – 2.0 km / grades 8 to 12 – 3.2 km.
 - "School bus stop locations shall generally be no further than a 1.0 km walk from an elementary student's residence and no further than a 1.6 km walk from a secondary student's residence. Special accommodations will be considered for hazards such as fast-moving traffic, roads without a shoulder or poor visibility."
 - The regulation includes priority sequence for courtesy riders.
 - "Existing bus routes shall not be altered in order to accommodate courtesy riders."
 - "Transportation assistance may be provided where bus transportation is not practical and students are outside the walk limits."
- [School District 23 \(Central Okanagan\)](#)
 - Extensive information related to the recently completed [transportation review](#) is available on SD23's website.
 - Walk Limits: Elementary: 3.0 km / Middle: 4.0 km / Secondary: 4.8 km.
 - Courtesy seats shall not be provided to students who reside less than 2.0 km from their catchment school.
 - Prioritization of priority seats is based on furthest from school and grade level.
 - A minimum of fourteen (14) eligible students is required for the establishment of a bus route.
 - Where possible, routes will be designed to minimize the time students spend on a bus with an upper limit of 60 minutes as a guideline.

Potential Direction for Board Consideration

Based on this preliminary review I suggest below broad directions for the Board to consider to assist in establishing a terms of reference to guide the review and consultation:

1. Review walk limits to optimize service for students to their catchment school, including consideration of walk limits to bus stops and maximum wait times relative to bell times.
2. Increased Focus on Safe Routes in establishing bus routes and promotion of Active Transportation.
3. Potential prioritization/criteria for courtesy riders based on safety considerations, distance to school, or Programs of Choice.
4. Consideration of fees to enhance service for riders, and/or to improve registration process (registration fee and/or late registration).

For transparency, it is important to note that any policy change that redistributes existing resources will improve service for some and decrease service for others. For example, expanding the number of students entitled to transportation by lowering walk limits will reduce capacity available for courtesy riders.

Respectfully submitted,



Jason Reid
Secretary-Treasurer

JR/klg

Attachments: Attachment 1 – 2021/22 BC Student Transportation Survey
Attachment 2 – Transportation Policy Information for Districts who Reported
Lower Walk Limits

Attachment 1 - 21-22 BC Student Transportation Survey

School District	No. of Elementary Schools	No. of Middle Schools	No of Secondary Schools	No. of Students	No of students transported	Unserviced zones or walk limits in Km for grades K - 3	Unserviced zones or walk limits for grades 4 - 6 or 7	Unserviced zones or walk limits for grades 7or8 -12	Are unserviced zones/walk limits enforced?	Do you charge fees for registration and or transportation?	If you answered yes to charging fees, amount charged
5	11	2	4	6376	2270	none	none	none	no	No	
6	12	0	3	3300	1500	4	4.8	4.8	if space is available we provide lifts for courtesy riders.	No	
8	16	2	7	5500	2600	2.5	3	3	In some areas	No	
10	4	0	2	460	230	4 km	4.8km	4.8km	No	No	
19	3	0	1	1045	175	same as old moe recommendations	same as old moe recommendations	same as old moe recommendations	no	No	0
20	7	0	3	4500	2800	2 km	2 km	3 km	no	No	n/a
22	14	0	5	8700	2400	2.4	2.4	2.4	yes	Yes	\$35-Reg fee, Eligible Ride (Catchment area school): \$75, Eligible Ride (Approved Program of Choice): \$275, Courtesy Ride (In Catchment): \$175, Courtesy Ride (Out of Catchment): \$275
23	31 - add 2 more in 2022-23	8	5	25,000	4700	less than 3 Km elementary schools	less than 4 kms middle schools	less than 4.8 kms	yes - do not provide transportation to students who reside less than 2 kms from english catchment school	Yes	300 per year, per student
27	19	1	2	4600	3000-3500	4.2	4.8	4.8	No	Yes	Private schools \$36 a month
28	12	1	2	3233	2034	4.0 km	4.8 km	4.8 km	With exceptions for highways and busy roadways	No	
33	20	5	5	14,000+	4000+	K-5, 3 Km's	Grade 6-12, 4 Km's	Grade 6-12, 4 Km's	Yes	Yes	\$25.00 Per/Registration
34	36	8	9	20,000	3000	Elementary/Middle 3.2 km Senior 4kms	Elementary/Middle 3.2 km Senior 4kms	Elementary/Middle 3.2 km Senior 4kms	Somewhat....	Yes	Special District programs outside catchment - \$600 per student/\$800 per family. Students living inside walk limit \$400 per student/\$600 per family.
36	103	0	20	75,000	819 registered, but due to covid only transporting 340	4.0	4.8	4.8	no, we allow courtesy riders for a fee	Yes	Courtesy rider fees - \$300 per school year, first child. \$150 for subsequent siblings
35, 37, 38, 39, 40, 41, 42, 44, 45 not updated											

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46	10 (including alternative programs)	N/A	4 (including alternative programs)	3375	Registered riders: 1526 / Actual riders: 840-870	2 km	2 km	3.2 km	If space is available on the bus and there is an existing stop, courtesy riders may be able to ride the bus.	No	
47 -not updated						3.2 km as the crow flies	3.2 km as the crow flies	3.2 km as the crow flies			
50	4	0	2	450	200	2.3km	2.3km	2.3km	yes	No	
51	8	0	2	1300	850	4.0 km	4.8 km	4.8 km	Not unless capacity issues	No	
53	6	0	3	2500	1300	3.2L	3.2K	3.2K	Yes	No	
58	7	0	2	2200	800	4km	5km	5km	yes	Yes	min 50\$ or \$1.80/km
59	15 including 2 Hutterite Colony schools	2	3	Approx 3500	approx 900-1000 per day	as per Ministry	As per Ministry	As per Ministry	yes	No	only fees are charged to private school/s students
60	17	5	1	5000	2300	.5 km	1 km	1 km	Not all	No	
61	28	10	7	20000	228	4	4.8	4.8	YES	No	
63	8	3	3	9,500	2,788	4k	4.8	4.8	if we have space we will add stops in walk catchment	No	
64	8	1	3	1500	1106	4 K	4.8 K	4.8 K	NO	No	We only charge \$10/ Zonar card replacement
67	11	3	3	5800	1400	4.0	4.8	4.8	No	No	
68	27	1	6	14,700	2170	4.0 kms	4.8 kms	4.8 kms	No we allow courtesy riders	No	
70 Pacific Rim	9	0	2	3800 approx	900	1 km	1 km	1 km	Yes	No	N/A
71	15	2	3	10000	2500	1.6km	1.6km	4.0km	yes	No	
73	33	1	11	14500	4500	4 Km	4.8 Km	4.8 Km	If space is not available, yes.	No	
75	13	2	1	6,261	1,324	3.2 Km	3.2 Km 4-6	4.0 Km 7-9, 4.8 Km 10-12	Yes	No	
81	3	0	1	640	80 out of town - we offer winter intown bussing from mid November to end of March - numbers +100	5 K	5 K	5 K	No	No	
83	17	3	6	7000	3000	3.5	3.5	3.5	yes	No	
91	11	0	6	3500	1600	2.	N/A	2.5 km to closest school	yes	No	

Attachment 1 - 21-22 BC Student Transportation Survey

School District	Did charging registration or transportation fees affect your transportation grant?	Do you provide transportation outside of catchment areas?	Do you have cameras installed on your buses?	Do you have GPS installed on your buses?	How is your service provided?	Do you use Bus Routing software and if yes which product?	Do you use Bus Passes?	Do you use tablets?	What types of Alternate fuels are you currently using in your bus fleet (other than diesel)	Do you charge out for field trips?	If you charge out for field trips what do you charge?
5	N/A	We transport outside of catchment if it works;	1 camera inside;cameras outside;	No	in house	No	No	No	electric;	Yes	\$32.00/hour, .40c/km when out of town
6	N/A	We transport outside of catchment for French Immersion;	more than 2 cameras inside;cameras outside;	Yes	in house	Versatrans	No	No	gas;electric;	Yes	driver cost
8	N/A	We transport outside of catchment if it works;	more than 2 cameras inside;cameras outside;	Yes	in house	Traversa	Yes (scannable)	No	electric;	Yes	\$35/hr + \$1.25/km
10	N/A	We provide transportaion outside of catchment to all areas;	2 cameras inside;	No	combination	No	No	No	none;	Yes	40 cents per km charged to the school token amount that doesn't relate to actual costs
19	N/A	We transport outside of catchment if it works;	cameras outside	No	in house	no	No	No	electric;	Yes	
20	N/A	We transport within catchment ;We transport outside of catchment for French Immersion;We transport outside of catchment for specific programs only;We transport outside of catchment if it works;	more than 2 cameras inside;	Yes	in house	Traversa	Yes (scannable)	No	electric;	Yes	\$35/hr plus \$1/km
22	no	We transport outside of catchment for specific programs only;We transport outside of catchment for French Immersion;We transport outside of catchment if it works;	2 cameras inside;	Yes	in house	Traversa	Yes (non- scannable)	No	gas;electric;	Yes	\$35/hr and \$0.90/km
23	N/A	We transport within catchment ;Other;	more than 2 cameras inside;	Yes	in house	Traversa	No	No	propane;electric;CNG;other;	Yes	\$75.00 per hour
27	N/A	We transport within catchment ;We transport outside of catchment for French Immersion;We transport outside of catchment if it works;	more than 2 cameras inside;cameras outside;	Yes	in house	Transfinder still being implemented at this time	No	No	none;	Yes	Costs of operation

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28	N/A	We transport outside of catchment for French Immersion;We transport outside of catchment if it works;	more than 2 cameras inside;cameras outside;	Yes	in house	Tyler Tech / Traversa	Yes (scannable)	Yes	electric;	Yes	\$0.85 / km plus wages
33	N/A	We transport outside of catchment if it works;We transport outside of catchment for specific programs only;We transport within catchment ;	2 cameras inside	Yes	in house	Yes, Tyler Technologies	Yes (scannable)	Yes	gas;	Yes	Depends on whether it is in town or out of town. one way or two ways or distance. Our billing is based in Zones.
34	N/A	We transport within catchment ;We transport outside of catchment for French Immersion;We transport outside of catchment for specific programs only;We transport outside of catchment if it works;	more than 2 cameras inside;	Yes	in house	Edulog	No	No	none;	Yes	\$55.00/hr
36	no	We transport within catchment ;We transport outside of catchment if it works;	No;	Yes	combination	Yes, Traversa	Yes (scannable)	No	gas;electric;	Yes	Tiered charging in 30 min increments up to 5 hours. Starts at min 1 hour charge (\$85) plus 1 hr shop time (\$85). 5 hrs = \$320. Over 5hrs, \$35 per additional 1/2 hour
35, 37, 38, 39, 40, 41, 42, 44, 45 not updated											
46	N/A	We transport outside of catchment if it works;	1 camera inside;	Yes	contracted out	Traversa	No	No	none;		Bus service is contracted out.
47 -not updated											
50	N/A	We do not have Catchments;	more than 2 cameras inside;cameras outside;	Yes	in house	no	No	No	gas;	Yes	\$150 for anything under 3 hours and \$300 for anything over 3 hours
51	N/A	We do not have Catchments;	2 cameras inside;	No	in house	Traversa	Yes (scannable)	Yes	none;	Yes	We charge the school's \$0.65/km

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53	N/A	We do not have Catchments;	more than 2 cameras inside;cameras outside;	Yes	in house	Versatrans	No	No	none;	Yes	\$.80 per K and \$30/hour
58	N/A	We transport within catchment ;	more than 2 cameras inside;cameras outside;	Yes	contracted out	no	Yes (scannable)	Yes	none;	Yes	\$1.80/km
59	N/A	We transport outside of catchment for French Immersion;We transport outside of catchment if it works;	more than 2 cameras inside	Yes	in house	Tyler Technologies - Versatrans Routing & Planning	No	No	none;	Yes	1.00\$ per Km & 34.50 per hr for the driver rate
60	N/A	We do not have Catchments;	more than 2 cameras inside;	No	in house	No at this time	No	No	none;	Yes	In town trips \$60.00 Out of town by the hour and km
61	N/A	Other;We transport within catchment ;	2 cameras inside;cameras outside;	Yes	combination	Traversa	Yes (scannable)	No	gas;	Yes	\$60/hour all in. Charged by 15 minute increments
63	N/A	We transport within catchment ;	1 camera inside;2 cameras inside;cameras outside;	Yes	in house	Traversa and Zonar	Yes (scannable)	No	none;	Yes	driver wage and 1.23K
64	N/A	We transport outside of catchment for French Immersion;We transport outside of catchment if it works;	more than 2 cameras inside;cameras outside;	Yes	in house	No	Yes (scannable)	No	other;	Yes	Depending on distance
67	N/A	We transport within catchment ;We transport outside of catchment if it works;	1 camera inside;	Yes	combination	Traversa	Yes (non- scannable)	No	electric;	Yes	In-house: \$35/hour for the driver and \$0.75/km; Contracted: \$67.63/hour and \$57.22 for wait time
68	N/A	We transport within catchment ;We transport outside of catchment if it works;	more than 2 cameras inside;cameras outside;	Yes	in house	No	Yes (scannable)	No	gas;electric;	Yes	1.25 per km and \$38/hour.

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70 Pacific Rim	N/A	We transport within catchment ;	more than 2 cameras inside;cameras outside;	Yes	in house	No	Yes (scannable)	No	none;	Yes	In Town - \$40 Flat Rate / Out Of Town - \$40 per Hour up to 8 Hours plus \$0.70 per KM. \$60 per Hour if over 8 Hours plus \$20 Meal Allowance
71	N/A	We transport outside of catchment if it works;	1 camera inside;	Yes	contracted out	Edulog	Yes (non- scannable)	No	none;	Yes	Depends on the length
73		We transport within catchment ;We transport outside of catchment if it works;	more than 2 cameras inside;	Yes	in house	Traversa	No	No	electric;	Yes	\$21.19/hr .35/km
75	N/A	We transport outside of catchment if it works;	more than 2 cameras inside	No	in house	No	No	No	none;	Yes	\$50.00 Per hour
81		We provide transportaion outside of catchment to all areas;	1 camera inside;	No	contracted out	No	No	No	gas;	No	
83	N/A	Other;	more than 2 cameras inside;cameras outside;	Yes	in house	VersaTrans but in the process of migrating to Traversa	No	Yes	gas;	Yes	\$35/hr & \$1.10/km - but we do not charge for the time/mileage from the garage to the school, just from the school to the destination and back.
91	N/A	We transport outside of catchment if it works;	more than 2 cameras inside;cameras outside;	Yes	in house	Traversa	No	No	propane;	Yes	.50km plus drivers wages

Attachment 2 – Transportation Policy Information for Districts who Reported Lower Walk Limits

The purpose of this attachment is to include additional policy information for districts who reported lower walk limits in the survey, that is relevant for understanding how service levels are established. Emphasis is added below by bolding where applicable.

- SD8 Kootenay Lake (E - 2.5km / M – 3km / S – 3 km)
 - policy provides for transportation assistance (per Km to max of \$12/day per family) where the nearest bus stop is more than 2.5 km from the residence, and the student is outside the walk limit for the nearest school. **A student outside of the school walk limit, but within 2.5 km of a bus stop does not receive transportation assistance.**
- SD20 Kootenay-Columbia (K to 7 – 2km / 8 to 12 – 3km)
 - Walk limits are the distance from the recognized public road access of the student’s property to the nearest catchment school **or bus stop**.
 - Transportation for students to and from the catchment school or district program is provided under the following circumstances:
 - i. if the student lives beyond the walk limits;
 - ii. if there are enough students to make the trip economically feasible; and
 - iii. if the trip can be made safely.
- SD22 Vernon (All grades – 2.4km)
 - **Students may be expected to walk up to 2.4 km to the nearest bus stop.**
- SD23 Central Okanagan (E – 3km / M – 4km / S – 4.8km)
 - Eligible for transportation if home address is greater than the walk limit from the catchment school.
 - For secondary, to be eligible home address must be 4.8 km from catchment school **and the student does not live in a neighborhood deemed to have adequate transit service.**
 - A minimum of fourteen (14) eligible students is required for the establishment of a bus route. Where a route is not established for eligible students, transportation assistance is available.
 - Where possible, routes will be designed to minimize the time students spend on a bus with an upper limit of 60 minutes as a guideline.
- SD33 Chilliwack(K to 5 – 3km / 6 to 12 – 4km)
 - The Board will provide bus service to students who live where the catchment-area school is beyond 3.0 kilometres for elementary school students and 4.0 kilometres for middle and secondary students, or have an identified student learning need as approved by the Superintendent
 - **By policy, urban areas serviced by city transit are designated as no ride zones. Students outside walk limits but who live within a no ride zone, do not qualify for regular ridership.**
- SD34 Abbotsford (E – 3.2km / M – 3.2km / S – 4.0km)
 - **“The Board of Education will, where practical, transport students based on the criteria below.** Walk limits listed will be used to assign bus seating should availability be in question with furthest walk distance given priority.

- i. 1.1.1 Elementary and middle students living more than 3.2 kilometers from the catchment or nearest school (via the shortest possible road or maintained walkway).
 - ii. 1.1.2 Secondary students living more than 4.0 kilometers from the catchment or nearest school (via the shortest possible road or maintained walkway).
 - iii. 1.1.3 Students receiving transportation services to their catchment school may be charged a fee.
 - iv. 1.1.4 Students who choose to attend a school outside their catchment area are not eligible for transportation services.
 - v. 1.1.5 Students attending district programs may apply for transportation services and may be charged a fee. The availability of such services shall be subject to cost considerations and overall financial feasibility.”
- SD46 Sunshine Coast(K to 7 – 2km / 8 to 12 – 3.2km)
 - **Policy has separate guidance for distance to bus stops: “School bus stop locations shall generally be no further than a 1.0 km walk from an elementary student’s residence and no further than a 1.6 km walk from a secondary student’s residence.** Special accommodations will be considered for hazards such as fast-moving traffic, roads without a shoulder or poor visibility.”
 - SD46 regulation includes a focus on encouraging active transportation.
- SD50 Haida Gwaii (K to 12 – 2.3km)
 - “Where there are sufficient students to justify the service and where road conditions are suitable for school buses, school bus transportation **may** be provided for students who:
 - i. reside within the School District boundary;
 - ii. live a considerable distance from the nearest school.”
 - “If the Board determines that school bus transportation is not practical, transportation assistance may be available as per SD 50 Policy D.3 Transportation Assistance.”
 - “A student **may** be considered to be eligible for transportation to and from school if his or her home address is at least 2.3 km from the school.”
- SD53 Okanagan Similkameen (K to 12 – 3.2 km)
 - “Students who reside further than 3.2 kilometers from their designated school by the nearest passable road”
 - Courtesy rider seats are considered and the policy provides priority sequence with district programs being the first priority.
- SD60 Peace River North (E - 0.5km / M – 1km / S - 1km)
 - Policy on website is not consistent with survey data – policy states that walk limits of 4.0km for years 1 to 4, and 4.8km for years 5 to 12. **Walk to nearest bus stop for all ages is 3.2 km.**
 - And that transportation **may** be provided if distance greater than 1.6 km for years 1 to 8, or 3.2 km for years 9 to 12.

- **Students within city or town limits are not entitled to busing**, exceptions for students with special needs, reasons related to safety (rail crossing, etc.), or at discretion of Board
- SD70 Pacific Rim (E - 1km / M – 1km/S - 1km) – could not locate policy/procedure on website
- SD75 Mission (K to 6 – 3.2km / 7 to 9 – 4.0km / 10 to 12 – 4.8km)
 - Policy: **“All students living within 3.2 km of the nearest bus stop are responsible for getting to the bus stop.”**
 - Policy: **“Bus stops will normally be established at least 1 km apart.”**
 - Policy: “Bus routes and schedules will be designed to try and ensure that students will not arrive earlier than 20 minutes before classes begin and depart no later than 30 minutes after classes finish.”
 - The policy prioritizes courtesy riders: 1. Program of Choice; 2. Catchment student within walk limits, 3. School of Choice
- SD83 North Okanagan-Shuswap (E – 3.5km / M – 3.5km/S – 3.5km)
 - Service provided for courtesy riders if space is available on an existing route and if no additional bus stops are required. Bus schedules and routes will not be adjusted for courtesy riders
- SD91 Nechako Lakes (E – 2 / S – 2.5)
 - Regulation limit is 2.5km from students property **to the nearest bus stop**, or to the attendance area school.
 - Main highways (heavy traffic/high speed) 1 km between stops.
 - Primary roads (lighter traffic/reduced speed) 0.5 km between stops.
 - **students within 2.5 km of the primary road will be required to meet the bus at the primary road.**

To: Board of Education

Prepared By: Jason Reid
Secretary Treasurer

Subject: Bus Transportation Survey

Date: October 20, 2022

Purpose and Background

The purpose of this briefing is to present a draft transportation survey for consideration by the Board.

At the June 15, 2022 Regular meeting of the Board of Education, the following motions were adopted:

- i. That the Superintendent be requested to review the Bus Transportation policy considering, among other issues, walk limits, communications, and environmental sustainability.
- ii. That the review of the Transportation policy be discussed with COPACS.

At the September 21, 2022 Regular meeting of the Board of Education, the following motions was adopted:

- i. That the Superintendent be requested to provide a review of Policy 21 (Bus & Van Transportation) to the October Policy Development Committee meeting.

At the October 18, 2022 Policy Committee meeting, the committee discussed the Bus Transportation policy review, and agreed to request that staff draft a survey for consideration at the October 26, 2022 Board meeting focusing on how service is established, student safety, environmental sustainability, and economic viability. Committee discussion included that the survey should include brief and sufficient background information and also that open ended questions were preferred to provide the most flexibility for respondents.

Draft Transportation Survey

The draft survey is included as attachment 1. The survey includes background on current policy and transportation service and, where relevant, potential considerations related to the survey questions. In my view, the inclusion of potential considerations was important for either understanding the question or transparency regarding the reasons for the question being asked.

Respectfully submitted,



Jason Reid
Secretary-Treasurer

JR/klg

Attachments: Attachment 1 – Draft Transportation Survey

Attachment 1 – Draft Transportation Survey

Transportation Survey Background

The Board of Education is reviewing its bus transportation policy and is seeking your feedback.

The Saanich School District currently has 21 bus routes serving the 14 neighbourhood schools, as well as service for students with unique needs. Current Board policy includes the following guiding principles for the provision of bus transportation services:

- Routes are established to ensure transportation for those students living outside the following walk limits by traveled road or walkway from the nearest school in their catchment area: grades K to 5 - 4.0 km; and grades 6 to 12 - 4.8 km.
- Transportation routes are established to operate within the operating budget established by the Board
- Programs of choice, including French Immersion, are maintained without transportation assistance from the district.
- When necessary to address a concern of safety or to serve a district program catchment area, additional school transportation may be provided.
- Consideration shall be given to providing service when a student is directed to attend a school other than the nearest school in their catchment area.
- Courtesy riders (i.e. not otherwise entitled to bus transportation by policy) may be transported on existing routes only if additional capacity is available.

Survey Questions

1. How does your child or children currently get to school (select all that apply)?
 - a. Active Transportation (walk, cycle, etc.)
 - b. SD63 School Bus
 - c. Private Vehicle
 - d. Public Transit
 - e. Other, please specify [If selected, text box to complete]
2. What should the Board consider when determining how transportation routes and services are established? [Open Ended Question – text box to complete]

Possible considerations:

- i. Distance to catchment school and/or distance to bus stop
- ii. Presence or absence of safe active transportation routes and/or public transit to catchment school
- iii. Age of rider

Attachment 1 – Draft Transportation Survey

- iv. Student vulnerability (i.e. transportation support critical for educational success including graduation)
 - v. Route length (travel time) and arrival and departure time relative to bell times
 - vi. Transportation of courtesy riders, including for programs of choice
3. How should student safety, including the presence or absence of safe active transportation routes or public transit, guide how transportation routes and services are established? [Open Ended Question – text box to complete]
4. How should environmental sustainability guide how transportation services are established? [Open Ended Question – text box to complete]

Possible Considerations:

- i. When safe active transportation routes exist, should the option of bus transportation not be provided?
 - ii. How should the Board encourage increased active transportation within the community?
5. How should the Board manage the economic viability of maintaining bus transportation services? [Open Ended Question – text box to complete]

Possible Considerations:

- i. Should user fees be considered to maintain services when cost escalation occurs, rather than decreasing service? Should fees be considered to enhance services?
- ii. To improve the effectiveness of route planning prior to the school year commencing, should the Board consider registration fees and/or late registration fees to encourage timely registration by families/students who intend to access bus service?
- iii. Should fees be charged to provide and/or enhance service for courtesy riders?