

## STUDENT PERSONNEL

### Series 500

#### POLICY TITLE STUDENT USE OF MOTOR VEHICLES, MINOR SCHOOL LICENSES (SCHOOL DRIVING PERMITS) AND PARKING

No. 502.10

The board recognizes the convenience to families and students of allowing students to drive to school but recognizes that driving to and from school premises is a privilege rather than a right.

Students who use motor vehicles shall only drive to and park at their designated attendance center or at another district attendance center for the purpose of attending extracurricular activities. Students shall not loiter around or be in their vehicle during the school day. Students shall not leave the school grounds in their vehicle during the school day without permission from the principal.

Students who wish to drive to and park at the school should comply with the rules and regulations of the school district with regards to motor vehicle use. Failure to comply with this policy or the District rules shall be reason for revocation of school driving and parking privileges as well as other disciplinary action including, but not limited to, suspension or expulsion.

#### **Parking Permits and Parking Lot Prioritization:**

The Johnston Board of Education also believes that students who drive to school and park in the school parking lots should also have ample space in which to park within the parameters of the parking space available at Johnston High School and Johnston Middle School during school hours. The parking privileges will only be monitored during school hours (7:30 am-3:20 pm). After the school day has been completed or on non-school days, any student has the opportunity to access the parking lot if they have a driver's license or a school permit.

Recognizing, that during school hours (7:30 am-3:20 pm), there is limited existing space in which to park as well as any newly created parking; a priority list of parking has been developed. The parking permits will be given to students in this priority order as long as space is available. A lottery system will be implemented for the priority group where there are not enough parking spaces available for the entire priority group to receive a parking permit. All students in the priority group who complete and return the registration application by the deadline will be placed into the lottery. All remaining priority groups will NOT receive a parking permit. The priority for assigning parking permits is as follows:

- Priority One: Seniors who desire to drive to school will be the highest priority and receive a parking permit.
- Priority Two: Any sophomore or junior student with academic needs at a non-district school site will receive a parking permit. (i.e. DMACC, Central Academy/Campus, Drake, Metro West)
- Priority Three: Juniors who are in activities.
- Priority Four: All other juniors
- Priority Five: All sophomores in activities.
- Priority Six: All other remaining sophomores who will be 16 years old by the beginning of the school year.

Priority Seven: All remaining sophomores.

Priority Eight: Any student who turns in their registration after the deadline.

**Student placements in any of the priority rankings are subject to administration approval. Administration reserves the right to withdraw parking permit of those who abuses the parking privileges.**

Note: A number of parking spots will be set-aside for new students to the district who meet the above criteria. The spots allotted will be determined yearly by the high school administration. Any spots remaining will be evaluated quarterly and spots will be distributed to other students who meet the above priority but did not originally receive a parking permit.

### **Parking Regulations:**

- All student vehicles that park at school must be registered and properly display a parking tag
- A parking tag will be clearly visible and will be hung from the rearview mirror. The tag number needs to be clearly visible.
- Parking permits may not be transferred from student to student. Parking tags remain with the student to whom they were issued. The tag may not be passed down to siblings.
- The registered holder of a parking permit, regardless of who drives or parks the vehicle, is at all times responsible for the motor vehicle
- If a student is going to permanently drive a different vehicle; the student must remove the parking permit tag and bring it to the office in order to register a different vehicle.
- Parking in fire lanes, walkways, on sidewalks, on grass, in handicap areas, visitor areas, and faculty areas is prohibited
- Students may park only in areas designated as student parking during the school hours
- The parking lot speed limit is 10 miles per hour

### **What are the Consequences if the rules are broken?**

Any student found abusing the above-mentioned regulations will be subject to the following penalties:

- Illegal parking will be subject to city codes and fines. (i.e. handicap parking fees)
- A student will be ticketed.
  - First offense - \$10 fine
  - Second offense - \$20 fine
  - Third offense - \$30 fine and parent notification

After third offense:

- A student will have their car towed.
- A student will lose their parking privilege—the length of the loss of parking privilege will be determined by the administration.

Vehicle operators that have more than three (3) violations in one year will lose parking privileges, and the vehicle may be removed from the campus at the operator's expense. On the third violation a certified letter will be mailed with notification to the parents/guardians that parking privileges will be revoked, and the vehicle may be removed at the operator's expense if there are future offenses. Removal of the vehicle may occur every time the vehicle is driven or parked on campus thereafter during school hours. Please note: Inappropriate or reckless use of a vehicle on school property may

result in immediate loss of parking privileges during school hours. Additional limitations may be established by administration if needed.

### **The Appeal Procedures to violations of the above regulations**

The Johnston High School Administrative Team is given the authority to waive and/or adjust citations for parking or moving violations. The only exception is where local police authority applies. An appeal on any citation must be submitted in writing to the High School Principal within three school days from the issuance of the citation. The citation must be presented to the Principal as part of the appeal process. One appeal per citation is permitted. The decision of the Principal shall be final.

### **How does a student get a parking permit?**

The cost of a parking permit will be determined on an annual basis. A letter will be sent to parents/guardians during the spring providing information about the application process. A student must establish where they fall in the priority ranking. Parking permit applications must be received by the deadline to be eligible. Permits must be renewed annually. Permits will be issued to students for the following year before the end of the current school year. Before being able to register for a next-school-year parking tag, all outstanding parking fines must have been paid.

Legal Reference: Iowa Code §§ 279.8; 321.

Cross Reference: 502 Student Rights and Responsibilities

Date Approved: March 12, 2001

Last Date Reviewed: December 9, 2024

Last Date Revised: December 9, 2024