

FORM – SDCL 13-28-45

When the resident school district and the receiving school district of open enrolled students cannot agree on pick-up locations within an incorporated municipality, the pick-up location or locations shall be determined by the Secretary of the Department of Education. SDCL 13-28-45.

If the districts cannot reach agreement, then the following information must be submitted to the Secretary by both districts. The Secretary may also require additional information.

Your name and title: _____

School district name, address, and phone number: _____

Check one: Resident District Receiving District

Name, address, and phone number of other district involved: _____

Approximate number of students being transported into receiving district: _____

School year for which students are being transported: _____

Please list all pick-up locations in an incorporated municipality in the resident district which you are proposing to the Secretary. For each location, please include the following information: description, street address, city, and property owner name and address. Attach additional sheets if necessary.

Please attach the following documents:

1. Written documentation or explanation of all attempts between the school boards of the resident district and the receiving district to reach agreement on pick-up locations. This documentation should include minutes from school board meetings in which pick-up location negotiations were discussed.
2. Written consent from the property owner of each proposed location to utilize the owner's property for the pick-up and drop off of students.
3. All written documentation regarding why each proposed location is safe for the pick-up and drop off of students.

I hereby certify that, to the best of my knowledge, all of the information submitted in this form and in the attachments is true and accurate.

Signature

Date

Send a copy of this form and all attachments to the other school district involved.

I hereby certify that on the ___ day of _____, 201__, a copy of this form and attachments were sent to the other school district involved at its last known address, by first class mail, postage prepaid.

Signature

Date

Mail the original signed form and all attachments to: Office of the Secretary, South Dakota Department of Education, and 800 Governors Drive, Pierre, SD 57501-2294.