

Administrative Procedure 7180

Transportation Grant (Out-of-Division Programs)

Board Governance Policy Cross Reference: [1, 12, 14](#)

Administrative Procedures Cross Reference:

[Out-of-Division Placement](#)

[Student Registration](#)

[Transportation Eligibility](#)

Form Cross Reference:

[Student Mileage Claim Form](#)

Legal/Regulatory Reference:

[Manitoba Regulation 155/05 \(Appropriate Educational Programming\)](#)

[Policy Guidelines for Transportation of Students with Special Needs](#)

[The Public Schools Act](#)

The Interlake School Division (ISD) is required under the [Public Schools Act](#) to make provision for resident pupils (having the right to attend) to go to school in another school division/district for the purpose of attending a recognized school program including Français, Senior Years Technology, Vocational programming and Student Services related programming not offered by the Division. The Division has the authority to designate the out-of- division/district school to be attended and is responsible for paying the residual costs. Where transportation eligibility exists for the student, the Division is required to provide transportation or support in lieu of transportation.

In cases where the Division is required to make arrangements for students with special needs to attend an appropriate program outside the division, a transportation plan should be developed jointly with the parents/guardians. Consultation with the receiving school division may also be required. This plan should be written on a Personalized Transportation Plan (PTP). Interlake School Division students who are Out-of-Division placement will receive a transportation allowance of the funding grant minus the agency fee charged to the Interlake School Division.

Procedures

1. **Program not Offered** - students attending a school out of division for “Program not Offered” by the Interlake School Division, will receive a transportation grant if their applications are approved by the Department of Education for the transportation grant.
 - a) In order to receive the transportation grant, the qualified students must complete a [Student Mileage Claim Form](#) and send it to the Finance Department.
 - b) The transportation grant that is approved by the Department of Education will be paid in two installments provided the student attended school during these times.