

BOARD POLICY/SCHOOL BOARD POLICY

TITLE: Traffic and Parking Procedures

POLICY:

The School Board of Orange County, Florida ("Board") finds that the removal of certain motor vehicles from Board property is essential to the efficient operation of the schools, as well as, the health, welfare and safety of the students, staff and visitors of Orange County Public Schools ("OCPS"). The Board shall adopt such rules deemed necessary to accomplish the function of investigating, identifying, and removing vehicles from Board property.

1. Section 715.07, Florida Statutes, shall provide statutory authority guiding the Board as to the minimum mandatory requirements prior to commencing with a vehicle tow.
2. Law Enforcement Tow- OCPS District Police shall be responsible for the towing of vehicles under the following conditions:
 - (a) Abandoned- Upon notification, vehicles abandoned or found on Board owned/controlled property for a period exceeding 72 hours.
 - (b) Arrest- Vehicles left on Board owned/controlled property pursuant an arrest.
 - (c) Trespassing- Vehicles that are unauthorized or where authorization has been withdrawn, found on Board property.
 - (d) Environmental Hazards- Vehicles deemed hazardous to others or the environment found on Board property.
 - (e) Operational Efficiency- Vehicles found to be obstructing, opposing or hindering the operational efficiency of the Board and its mission.

To the extent possible, OCPS will contact the parent/guardian of a student prior to commencing a vehicle tow from Board property.

3. Investigation, Identification, and Removal- In every instance above, OCPS District Police shall cause an investigation to determine the facts and circumstances surrounding the towing of such vehicles from Board property. Such investigation shall reveal and include the following:
 - (a) Registered ownership of the vehicle;
 - (b) Reason for the towing and general condition of such vehicle;

- (c) Date, time, and location from which the vehicle was towed;
 - (d) Tow service name and driver/operator information; and
 - (e) Location in which the vehicle shall be stored and an inventory list of items identified by the investigating officer. This information shall be entered into the record by OCPS District Police.
4. Non-Law Enforcement Tow- Privately owned vehicles may be towed from Board property at the owner's request and expense during OCPS business hours. Tow requests performed after OCPS business hours will be coordinated through OCPS District Police.
 5. The Board shall procure towing services in accordance with OCPS Procurement policies.

SPECIFIC AUTHORITY: Sections 715.07; 1001.32; 1001.43, Florida Statutes

ADOPTED: 06/26/18

REVISED: 06/26/18