



# Student Parking Rules and Guidelines

## **Overview**

The operation of a motor vehicle on campus is a privilege granted by the Canutillo ISD Board of Trustees. Vehicles requiring a state license are classified as a motor vehicle including cars, trucks, mopeds and motorcycles. All vehicles driven on Canutillo ISD campuses are subject to all local and state traffic laws. A student has full responsibility for the security and content of his or her vehicle. Students who operate or park a motor vehicle on a Canutillo ISD High School campus are required to have a valid parking decal properly affixed to the vehicle. The person to whom a parking decal is issued has a nontransferable decal.

The Canutillo ISD Police Department or their designee is given the responsibility of enforcing procedures that provide a safe campus environment for our students. To aid in this process, the CISD Police Officers are licensed by the State of Texas and are granted all the powers of a peace officer. The jurisdiction of these officers is both on and off school property within the boundaries of the Canutillo Independent School District. The jurisdiction of these officers may be extended to any school-sponsored event, which may take place outside the boundaries of CISD. Citations, arrest, and/or other legal action may be taken for any violation of federal law, state law, and/or city ordinances. According to the Texas Education Code section 37.102 (b) all laws regulating traffic on highways and streets apply to the operation of vehicles within school property. The following regulations and guidelines were established by the Canutillo ISD Board of Trustees in the effort to maintain a fair and impartial system for the enforcement of parking and traffic regulations on CISD school campuses.

The privilege of parking a vehicle on campus may be taken away from violations pertaining to inappropriate behavior or parking violations. Upon arriving at school, students must immediately vacate their cars and the parking lot and enter the school building. Students in the parking lot during the day without a pass will be subject to disciplinary action. Persons, including enrolled students of any school of this district, who are not authorized to be on school grounds after school hours, may be charged with trespass on school grounds in accordance with section 37.107 of the Education Code.

## **Parking Decals Required for Students Parking on all High School Campuses**

A student driving a motor vehicle or motorcycle to school must be a licensed driver and have the required liability insurance coverage with the name of the driver on the proof of insurance. The student must register the motor vehicle and obtain a parking decal from the Canutillo ISD Security. The parking decal must be affixed - by its own adhesive, to the registered vehicle. Note: Students ARE NOT to park in Faculty or Visitor parking spaces that have signage indicating "Visitor" on pavement, curb and/or erected signage. Students are not permitted to use staff decals or use staff parking spaces.

## **Purchase of Parking Decals**

The initial parking permit is FREE. Students may purchase additional parking decals for \$5.00. Students will be required to complete a parking decal form, present a valid Texas driver's license, and present valid proof of liability insurance for the vehicle being registered. The student's driver's license and insurance must remain current at all times.

## **Place of Purchase**

For the convenience of the students, parking decals will be issued during fall registration at Canutillo High School. All parking decals will be issued through the Canutillo ISD Security.

## **Replacement Decals**

In the event that a vehicle is stolen, wrecked, sold, or has the windshield replaced, the decal holder should immediately notify the CISD Security. We will issue replacement decals at the discretion of the department and may require proper documentation including the original decal, a letter from the insurance company, a police report or other related information. Replacement decals can only be obtained at Canutillo High School. If a replacement decal is issued, a service charge of \$5 will be assessed.

## **Designation of Parking Spaces**

Follow parking map provided by CISD Security.

## **Visitor Parking**

All visitors must park in areas designated specifically for visitors. A visitor is defined as a person(s) who has no official connection with the Canutillo ISD. A student is not considered a visitor and may not park in a visitor's area, on class days between the hours of 7a.m. and 4p.m. no matter whose vehicle they are driving. All rules and guidelines must be followed by visitors.

### Fine Amounts

The fine amount for parking violations issued by the Canutillo ISD Police Department are provided by the Justice of the Peace Pct. #7. All parking infractions and are due within ten days of issuance. All other fines are set by the Justice of the Peace Court.

### Vehicle Regulations

Violators may be issued traffic citations for moving violations and/or parking tickets for parking violations. Traffic citations will be filed through the court having jurisdiction as indicated on the issued citation.

Parking regulations include, but are not limited to:

- 10-MPH speed limit on campus at all times
- No parking in faculty, bus-loading zones, on sidewalks, in fire lanes or designated handicapped spaces
- No parking in visitor's parking area
- No parking without a decal
- No back-in or pull through parking (head in only)
- No parking in more than one parking space.
- Longer than normal or oversized vehicles may pull forward into the adjoining parking space ahead so that the rear of the vehicle is not extending into the traffic lane. A majority of the longer than normal or oversized vehicle must be in the parking space occupied by the rear of the vehicle.
- All vehicles must have the correct decal registered to that particular vehicle
- No loud sound system
- No display of obscene, indecent or offensive language or symbols written or affixed to the vehicle
- No parking off the pavement

### Immobilized (Booted) or Towing of Vehicles

The Canutillo ISD Police/Security Department may impound or boot any vehicle being operated by a driver that has been issued a parking warning (2) or more times. All fines and fees must be paid by 6:00 p.m. on the date the vehicle is immobilized or the vehicle will be towed. If a vehicle is immobilized or towed:

- (1) All outstanding fees must be paid before the vehicle is released
- (2) An immobilized (booted) removal fee of \$100.00 must be paid, and
- (3) The owner of the vehicle must pay all towing expenses

The Canutillo ISD Police/Security Department, Canutillo HS or CISD are not liable for any loss or damage resulting from a vehicle being immobilized or towed. The owner of a vehicle that has been immobilized will be responsible for any damages to the immobilizer caused by unauthorized removal or attempts at removal. Unauthorized removal of the immobilizer (boot) may result in criminal charges being filed. A certificate of release must be obtained from the CISD Police/Security Department before a vehicle can be released back to the owner. Proof of insurance and a valid driver's license will be required to obtain a certificate of release.

### Revocation of Parking Decals

When a student is caught off campus or attempting to leave campus without the proper decal/justification, or purchases or attempts to purchase an additional decal for a false or fictitious purpose, policies are as follows:

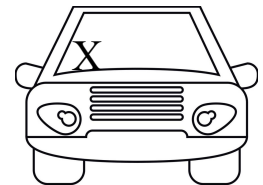
1st Offense: Written Warning. 2nd Offense: Loss of parking privileges for 9 weeks. 3rd Offense: Loss of parking privileges for one calendar year. These consequences will be given to all students riding in a vehicle, not just the driver. If a student who is not of driving age is caught, their parking privileges will be suspended from the first date they would be able to park on campus. Parking decals will be removed from the student's car following each offense. Students will be charged \$5.00 for a replacement decal following the discipline period. It will be the responsibility of the student and their family to arrange for alternate transportation during the discipline period. CISD Bus Transportation is provided for those eligible. City police will be monitoring surrounding businesses and neighborhoods for students who are illegally parked, so it is not recommended to park off-site.

### Appeals

Parking tickets may be appealed by obtaining and completing an appeal form available at the Justice of the Peace, Pct. #7, 435 Vinton Rd. Vinton TX,

### Display of Decals

Student parking decals must be permanently affixed to the inside bottom right corner of the front windshield. For motorcycles, the decal may be placed on the rear fender, where visible. The decal can only be displayed on the vehicle to which the decal is registered. Any deviation from this policy may result in the decal being revoked and/or the vehicle being removed (towed). The improper displaying of a decal constitutes a parking violation. Affix the parking decal (X) on the bottom right corner of front windshield. The decal must be displayed on the inside of the vehicle. Any person who obtains a parking decal agrees to surrender the decal to any CISD police officer/security officer immediately upon request. Any person may file a written letter of appeal to the high school principal, after first surrendering the decal.



### Vehicles Subject to Search

Any vehicle entering CISD property is subject to search by school authorities or law enforcement per board policy or state and federal laws. Such search includes all compartments and components thereof.