



Motor Carrier Factors

Transportation 101 PowerPoint

Rochester, IN

HWY19MH003

(68 pages)

Transportation Basics

January 31, 2019

Office of School Transportation

www.doe.in.gov/transportation

www.doe.in.gov/transportation



Indiana
DEPARTMENT OF
EDUCATION



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Working Together for Student Success

Drivers

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School Bus Driver Hiring - Initial Process

✓ Driving Record

1. Driver Provided

2. District Acquired (August 1, 2010)

✓ Background Check

✓ Initial Drug Test



School Bus Driver Certification - Initial Process

√ Licensing

1. Complete Physical (must be done before getting permit)
 - A. CDL Physical
2. Obtain CDL Permit (Class B CDL, Air Brake, P and S Endorsement)
3. Pass Skills Test
4. Obtain ~~Indiana State ID~~ (Secure ID)

√ Certification

1. Complete Physical
 - A. Title 20 Physical Fitness Certificate (held locally)
2. Obtain Certificate of Enrollment (blue card)
3. Complete On Bus Requirements – (permit)
 - A. Must have Certificate of Enrollment (blue card) to drive
4. Complete Physical Performance Tests (held locally)
5. ~~Complete Pre-Service~~ Training
6. Obtain Standard Certificate (yellow card)



National Registry – Certified Medical Examiners

Google – NRCME FMCSA

The screenshot shows the homepage of the National Registry of Certified Medical Examiners (NRCME) website. The header features the U.S. Department of Transportation Federal Motor Carrier Safety Administration logo and the title "National Registry of Certified Medical Examiners". Navigation links include "CONTACT US", "SITE INDEX", "FMCSA", "FMCSA PORTAL", and "DOT.GOV". The main navigation bar has links for "HOME", "MEDICAL EXAMINERS & ASSISTANTS", "DRIVERS & CARRIERS", "TESTING & TRAINING ORGS", "RULES & REGS", and "LOGIN". The main content area is divided into two columns. The left column features a large orange-bordered box with the text "NATIONAL REGISTRY OF CERTIFIED MEDICAL EXAMINERS" and the URL "nationalregistry.fmcsa.dot.gov". To the right of this box is a group photo of six diverse medical professionals. The right column has a "Welcome" section with a paragraph explaining the program and a "Learn More" button. Below the main content area, there are two sidebars. The left sidebar, titled "Drivers & Carriers", includes a search bar for medical examiners and a map of the United States. The right sidebar, titled "Medical Examiners", includes links to "Register to Become Certified", "Find a Testing Organization", and "Find a Training Organization".

U.S. Department of Transportation
Federal Motor Carrier Safety Administration
National Registry of Certified Medical Examiners

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HOME | MEDICAL EXAMINERS & ASSISTANTS | DRIVERS & CARRIERS | TESTING & TRAINING ORGS | RULES & REGS | LOGIN

NATIONAL REGISTRY
OF CERTIFIED MEDICAL EXAMINERS
nationalregistry.fmcsa.dot.gov

Welcome

The National Registry of Certified Medical Examiners (National Registry) is a new Federal Motor Carrier Safety Administration (FMCSA) program. All commercial drivers whose current medical certificate expires on or after May 21, 2014, at expiration of that certificate must be examined by a medical professional listed on the National Registry of Certified Medical Examiners. Only medical examiners that have completed training and successfully passed a test on FMCSA's physical qualification standards will be listed on the National Registry.

[Learn More](#)

Drivers & Carriers

Search for a Medical Examiner

City State

Medical Examiners

[Register to Become Certified](#) +

[Find a Testing Organization](#) +

[Find a Training Organization](#) +



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School Bus Driver Certification

Maintaining Certification

Annually

1. Complete Annual Safety Meeting

A. Online

B. Group View

Every Two Years

1. May Be Sooner Depending On Medical Condition
2. Renew Physicals (done every two years maximum – may be sooner)

A. CDL Physical

B. Title 20 Physical Fitness Certificate (held locally)

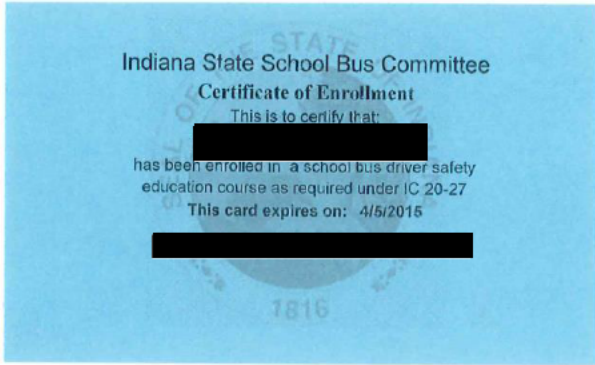
3. Renew Physical Performance Tests (held locally)

Every Four Years

1. Renew CDL License (done every four years)



School Bus Driver Certificates



Certificate of Enrollment

Valid for 1 year

Authority To Transport Passengers

Must Be In Drivers Possession

Driver Trainer IS A Passenger

Standard

Expire December 31 Each Year

Completion of Training Requirements

Authority To Transport Passengers

Must Be In Drivers Possession



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Physical Examination

IC 20-27-8-4 School bus driver; physical examination certificate

Sec. 4. An individual who is or intends to become a school bus driver must obtain a physical examination certificate stating that the individual possesses the physical characteristics required by section 1(a)(7) of this chapter. The certificate shall be made by an individual who is registered in the Federal Motor Carrier Safety Administration's National Registry of Certified Medical Examiners after the certified medical examiner has conducted a physical examination of the school bus driver or prospective school bus driver. The school corporation shall determine how the certified medical examiner who is to conduct the physical examination is chosen and who must pay for the physical examination.



Physical Fitness Certificate
School Bus Driver
Special Purpose Bus Operator (special purpose bus capacity greater than 15 passengers)
School Bus Monitor (not required)

Indiana Code 20-27-8-1, in part states, (a) an individual may not drive a school bus for the transportation of students or be employed as a school bus monitor unless the individual satisfies the following requirements:

(7) Possess the following required physical characteristics:

(A) Sufficient physical ability to be a school bus driver, as determined by the state school committee. (Title 575 IAC 1-8)

(B) Possession and full normal use of both hands, both arms, both feet, both legs, both eyes, and both ears.

(C) Freedom from any communicable disease that:

- (i) may be transmitted through airborne or droplet means; or
- (ii) requires isolation of the infected person under 410 IAC 1-2.3.

(D) Freedom from any mental, nervous, organic, or functional disease which might impair the person's ability to properly operate a school bus.

(E) Visual acuity, with or without glasses, of at least 20/40 in each eye and a field of vision with 150 degree minimum and with depth perception of at least 80%.

Indiana Code 20-27-9-5(c)(1), in part, states if the special purpose bus has a capacity of more than fifteen passengers, the operator meet the requirements for a school bus driver set forth in I.C. 20-27-8-4

Physical Fitness Certificate Requirement

An individual who is or intends to become a school bus driver must obtain a physical examination certificate stating that the individual possesses the physical characteristics required by section 1(a)(7) of this chapter. The certificate shall be made by an individual who is registered in the Federal Motor Carrier Safety Administration's National Registry of Certified Medical Examiners after the certified medical examiner has conducted a physical examination of the school bus driver or prospective school bus driver. The school corporation shall determine how the certified medical examiner who is to conduct the physical examination is chosen and who must pay for the physical examination. (I.C. 20-27-8-4)

I certify that _____ possesses the physical characteristics required by I.C. 20-27-8-1 to be a school bus driver, school bus monitor, or special purpose bus operator. The certificate of examination shall be filed with the school corporation or employer not more than seven days after the examination. (I.C. 20-27-8-5)

Certified medical examiner signature

Printed name

Certified medical examiner national registry ID number

Date of examination

This physical examination expires 24 months from the above date. (I. C. 20-27-8-5)

Certified medical examiner's address and telephone number



Comparison of Occupation and Licensing Medical Exam and Certificate

Occupation (school bus driver) medical	Licensing (CDL) medical
Indiana General Assembly created in the 1920's	CDL came into existence in 1992
State required medical exam	Federally required license to drive a vehicle with a capacity > 15
Valid for 2 years	Valid for 2 years
Exam - Certified Medical Examiner	Exam - Certified Medical Examiner
Minimum 80% depth perception	No depth perception requirement
Field-of-view minimum of 150 degrees	Field-of-view minimum of 140 degrees
Driver must be free of communicable disease spread by airborne or droplet means	No freedom from communicable disease requirement
IC 20-27-8-1 (7) A-E	CDL booklet
Not required to be in possession	Not required to be in possession



Physical Performance Test

IC 20-27-3-4 Powers; bus driver performance standards; ~~certificate~~ of inspection

Sec. 4. (a) ~~The~~ committee has the following powers:

(b) The committee shall adopt rules under IC 4-22-2 to set performance standards and measurements for ~~determining the~~ physical ability necessary for an individual to be a school bus driver.



Physical Performance Test Standards

Rule 8. School Bus Driver Physical Performance Standards and Measurements

575 IAC 1-9-4 ~~Exiting the bus~~

Authority: IC 20-27-3-4

Affected: IC 20-27-9

Sec. 1. (a) Driver shall demonstrate the ability to exit the bus from a seat belted ~~position in the~~ driver's seat and exiting from the rearmost emergency door.

(b) ~~The measurement is~~ pass/fail.



Physical Performance Test Standards

Rule 8. School Bus Driver Physical Performance Standards and Measurements

575 IAC 1-8-2 Quick reaction time between accelerator and service brake

Authority: ~~10-20-27-0-1~~

Affected: IC 20-27-9

Sec. 2. (a) Driver shall demonstrate quick reaction time between accelerator and service brake.

(b) In a ~~seated~~ ~~seated~~ position, driver shall with the right foot, alternately depress the accelerator and service brake ten (10) times in ten (10) seconds or less.



Physical Performance Test Standards

Rule 8. School Bus Driver Physical Performance Standards and Measurements

575 IAC 1-3-3 Climbing and descending bus service door steps

Authority: IC 20-27-3-4

Affected: IC 20-27-9

Sec. 3. (a) Driver shall demonstrate the ability to climb and descend the bus service door steps in a forward facing position two (2) times without stopping.

(b) The measurement is pass/fail.



Physical Performance Test Standards

Rule 8. School Bus Driver Physical Performance Standards and Measurements

575 IAC 1-8-4 Opening and closing bus service door

Authority: IC 20-27-3-4

Affected: IC 20-27-9

Sec. 4. (a) Driver shall demonstrate the ability to open and close the bus service door two (2) times without stopping from a seat belted position.

(b) The measurement is pass/fail.



Physical Performance Test Standards

Rule 8. School Bus Driver Physical Performance Standards and Measurements

575 IAC 1-8-5 Operating hand controls or steering wheel

Authority: IC 20-27-3-4

Affected: IC 20-27-9

Sec. 5. (a) Driver shall demonstrate the ability to operate one (1) hand control on each side of the steering wheel while the bus is in a safe forward motion.

(b) The measurement is pass/fail.



Buses

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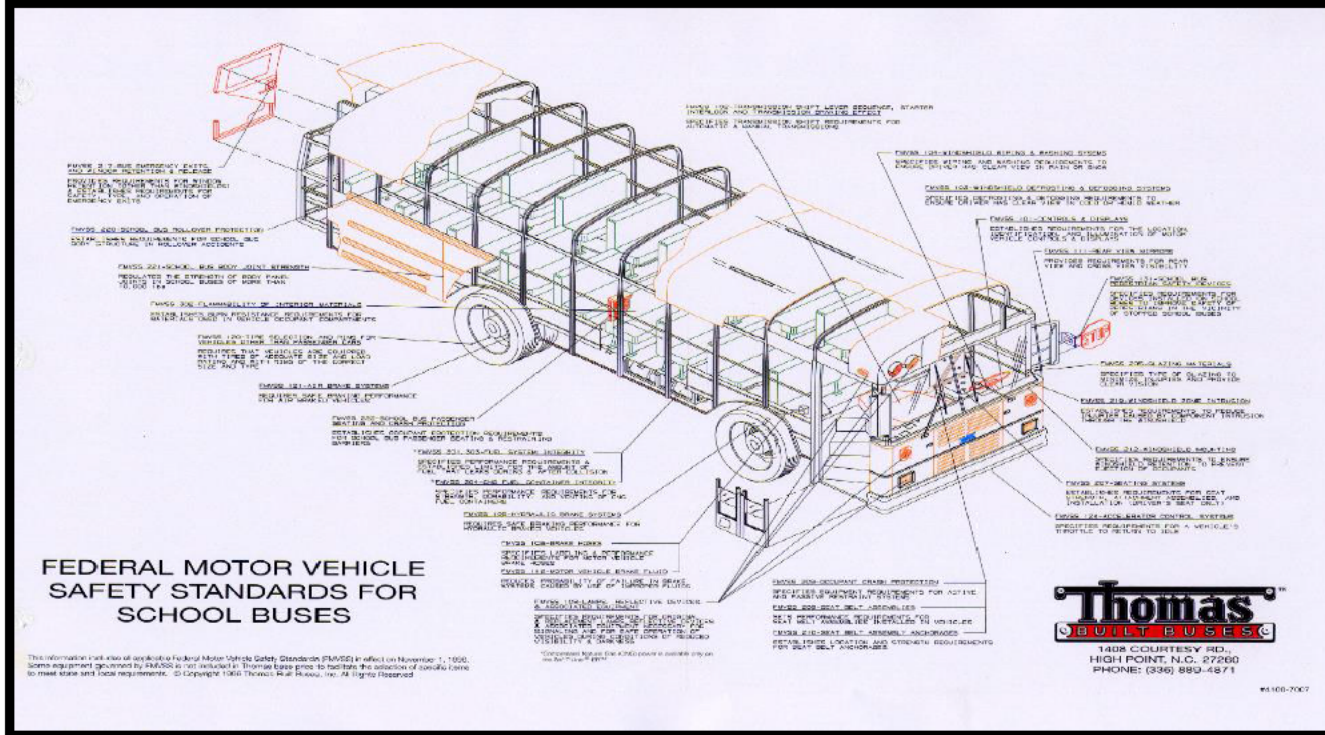


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School Bus - Federal



This information includes all applicable Federal Motor Vehicle Safety Standards (FMVSS) in effect on November 1, 1990. Some equipment governed by FMVSS is not included in Thermo base price to facilitate the selection of specific items to meet state and local requirements. © Copyright 1996 Thermo-Bull, Inc. All Rights Reserved.

*Concentration of the solution (0.01 M) is not the only one used. See Table 1 for details.



Thomas
BUILT BUSES

1408 COURTESY RD.,
HIGH POINT, N.C. 27260
PHONE: (336) 889-4871



School Bus – State & Other

Title 575 IAC State School Bus Committee

Article 1. Minimum Specifications for School Buses

National Congress on School Transportation - 2015

IC 20-27-2-8 "School bus"

Sec. 8. "School bus" means a motor vehicle, other than a special purpose bus, that is:

(1) ~~designed and~~ constructed for the accommodation of more than ten (10) passengers; and

(2) used for the transportation of Indiana students.

The term ~~includes the~~ chassis or the body, or both.



School Bus



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Special Purpose Bus

IC 20-27-2-10 "Special purpose bus"

Sec. 10. "Special purpose bus" means a motor vehicle:

(1) that is designed and constructed for the accommodation of more than ten (10) passengers;

(2) that:

(A) meets the federal school bus safety requirements under 49 U.S.C. 30125 except the:

(i) ~~stop signal arm required~~ under federal motor vehicle safety standard (FMVSS) no. 131;

and

(ii) flashing lamps required under federal motor vehicle safety standard (FMVSS) no. 108;

(B) when owned by a school corporation and used to transport students, complies with the Federal Motor Carrier Safety Regulations as prescribed by the United States Department of Transportation Federal Motor Carrier Safety Administration as set forth in 49 CFR Chapter III Subchapter B; or

(C) when owned by a school corporation and used to transport students, is a motor coach type bus with a capacity of at least thirty (30) passengers and a gross vehicle weight rating greater than twenty-six thousand (26,000) pounds; and

(3) that is used by a school corporation for transportation purposes appropriate under IC 20-27-9-5



Special Purpose Bus



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Statutes

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Seat Belt – School Bus Driver

IC 9-19-10-2 Use of safety belt by motor

vehicle occupants; safety belt standards

Sec. 2. Each occupant of a motor vehicle equipped with a safety belt that:

- (1) meets the standards stated in the Federal Motor Vehicle Safety Standard Number 208 (49 CFR 571.208); and
 - (2) is standard equipment installed by the manufacturer;
- shall have a safety belt properly fastened about the occupant's body at all times when the vehicle is in forward motion.



Seat Belt – School Bus Driver



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Student Definition

IC 20-27-2-11 "Student"

Sec. 11. "Student" means a child enrolled in a public or nonpublic school at any grade between kindergarten and grade 12.



Preschool Transportation

IC 20-27-9-4 Transportation; chaperones

Sec. 4. (a) The governing body of a school corporation may, by written authorization, allow the use of a school bus for transportation:

- (1) of preschool children who attend preschool offered by the school corporation or under a contract entered into by the school corporation to and from the preschool facility site; and
- (2) subject to the geographic and residency requirements set forth in section 3(b) of this chapter, of preschool children and necessary adult chaperones to and from an educational or recreational activity approved or sponsored by the governing body for the preschool children.



Special Needs Transportation

IC 20-27-9-7 Developmentally disabled persons

Sec. 7. (a) As used in this section, "developmentally disabled person" means a person who has a developmental disability (as defined in IC 12-7-2-61).

(b) A special education cooperative operating under IC 36-1-7, IC 20-35-5, or IC 20-26-10 or a school corporation may enter into an agreement with a state supported agency serving developmentally disabled persons in which a school bus or special purpose bus used by the special education cooperative or school corporation may be used to transport developmentally disabled persons who:

(1) are at least two (2) years of age; and

(2) live within the boundaries of the special education cooperative or school corporation; to and from programs for the developmentally disabled.

(c) An increased cost of transportation for developmentally disabled persons not reimbursed under IC 21-3-3.1 shall be borne by the persons transported or the state supported agency serving the developmentally disabled. However, a developmentally disabled person may not be required to pay for transportation provided under this section if the required payment is contrary to law.



Bus Maintenance

IC 20-27-7-9 Bus maintenance

Sec. 9. A school bus or special purpose bus must be maintained to meet the minimum standards set forth by the committee when transporting passengers.



Physical - Additional

IC 20-27-8-6 School bus driver; additional physical examination

~~Sec. 6.~~ A governing body may, at any time, require a school bus driver operating a school bus for the school corporation to submit to a physical examination by an Indiana physician selected by the corporation. The school corporation shall pay the cost of ~~an exam~~ examination under this section.



School Bus – School Activities

IC 20-27-9-3 School and other activities

Sec. 3. (a) The governing body of a school corporation may allow, by written authorization, the use of a school bus for transportation of eligible students and necessary adult chaperones or of adults to and from an activity that is sponsored, controlled, supervised, or participated in by the governing body. The number and qualifications of adult chaperones under this section may be determined by the governing body.

(b) The governing body may allow, by written authorization, the use of a school bus for transportation of students and necessary adult chaperones to and from an educational or recreational activity approved or sponsored by a political subdivision if:

- (1) the transportation originates from a place within the geographical limits of the school corporation served by the affected bus;
- (2) the persons transported are Indiana residents; and
- (3) the trip does not involve more than two hundred (200) miles of travel out of state.



School Bus Capacity

IC 20-27-10-3 Capacity of school bus

Sec. 3. A governing body may not require a school bus driver to transport students for whom a regular seat is not available in the school bus.



Capacity – Seat Size & Number

Federal regulation does not specify the number of persons that can sit on a school bus seat. The school bus manufacturers determine the maximum seating capacity of a school bus. The manufacturers use this number, which is based on sitting three small elementary school age persons per typical 39 inch school bus seat, in the calculations for determining the gross vehicle weight rating and the number of emergency exits. School transportation providers generally determine the number of persons that they can safely fit into a school bus seat. Generally they fit three smaller elementary school age persons or two adult high school age persons into a typical 39 inch school bus seat.



Capacity NHTSA

NHTSA recommends that all passengers be seated entirely within the confines of the school bus seats while the bus is in motion. Federal motor vehicle safety standard No. 222, "School Bus Passenger Seating and Crash Protection" requires that the interior of large buses provide occupant protection so that children are protected without the need to buckle-up. Occupant crash protection is provided by a protective envelope consisting of strong, closely-spaced seats that have energy-absorbing seat backs. Persons not sitting or sitting partially outside of the school bus seats will not be afforded the occupant protection provided by the school bus seats.



Homeless Student Transportation

IC 20-27-12-2 School of Origin

~~Sec. 2.~~ As used in this chapter, "school of origin" means the school:

(1) that a homeless student attended when the student last had a permanent residence; or

(2) in which the homeless student was ~~last enrolled~~.



Special Purpose Bus - Use

IC 20-27-9-5 Use of special purpose bus

Sec. 5. (a) A special purpose bus may be used:

(1) by a school corporation to provide regular transportation of a student between one (1) school and another school but not between the student's residence and the school;

(2) to transport students and their supervisors, including coaches, managers, and sponsors to athletic or other extracurricular school activities and field trips;

((3) by a school corporation to provide transportation between an individual's residence and the school for an individual enrolled in a special program for the habilitation or rehabilitation of persons with a developmental or physical disability, and, if applicable, the individual's sibling; and

(4) to transport homeless students under IC 20-27-12.

(b) The mileage limitation of section 3 of this chapter does not apply to special purpose buses.



Speed

IC 9-21-5-14 Maximum speed of school buses

Sec. 14. (a) A person may not operate a school bus or a special purpose bus at a speed greater than:

- (1) sixty (60) miles per hour on a federal or state highway; or
- (2) forty (40) miles per hour on a county or township highway.

(b) If ~~the posted~~ speed limit is lower than the absolute limits set in this section or if the absolute limits do not apply, the maximum lawful speed of a bus is the posted speed limit.



Texting - Law

IC 9-21-8-59 Use of telecommunications device while operating a moving motor vehicle

Sec. 59. (a) A person may not use a telecommunications device to:

- (1) type a text message or an electronic mail message;
- (2) transmit a text message or an electronic mail message; or
- (3) read a text message or an electronic mail message;

while operating a moving motor vehicle unless the device is used in conjunction with hands free or voice operated technology, or unless the device is used to call 911 to report a bona fide emergency.

(b) A police officer may not confiscate a telecommunications device for the purpose of determining compliance with this section or confiscate a telecommunications device and retain it as evidence pending trial for a violation of this section.



Texting



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Texting



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Stop Arm – All Vehicles

IC 9-21-12-1 Arm signal device; duty to obey; presumption

Sec. 1. (a) A person who drives a vehicle that:

(1) meets or overtakes from any direction a school bus stopped on a roadway and is not stopped before reaching the school bus when the arm signal device specified in IC 9-21-12-13 is in the device's extended position; or

(2) proceeds before the arm signal device is no longer extended;

commits the offense described in section 9 of this chapter.

(b) This section is applicable only if the school bus is in substantial compliance with the markings required by the state school bus committee.

(c) There is a rebuttable presumption that the owner of the vehicle involved in the violation of this section committed the violation. This presumption does not apply to the owner of a vehicle involved in the violation of this section if the owner routinely engages in the business of renting the vehicle for periods of thirty (30) days or less.



Stop Arm?



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Stop Arm?



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Stop Arm – Indiana

One Day Statewide Total - 2018 (April 24th)

Districts	Incident #	AM	Mid-Day	PM	# Veh. Pass	Front of Bus	Rear of Bus	Left Side of Bus	Right Side of Bus
201	3,082	1,426	109	1,547	3,082	2,484	598	3,023	59

School Year Statewide Total

201	554,760	256,680	19,620	278,460	554,760	447,120	107,640	544,140	10,620
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Divided Highways

IC 9-21-12-3 Divided highways; vehicles approaching school bus; duty to use caution

Sec. 3. On a highway divided into two (2) or more roadways by:

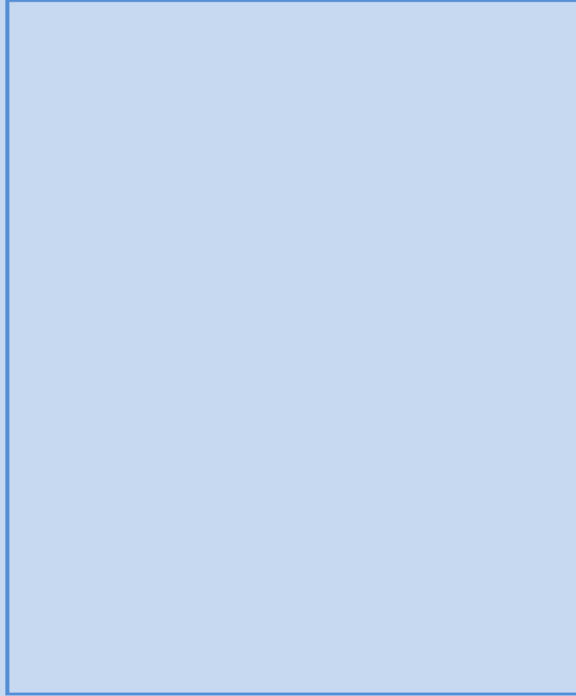
- (1) leaving an intervening space that is unimproved and not intended for vehicular travel;
- (2) a physical barrier; or
- (3) a dividing section constructed to impede vehicular traffic; and if the school bus is on the opposite side of the traffic barrier, the person who drives an approaching vehicle need not stop and may proceed with due caution for the safety of children boarding or leaving the school bus.



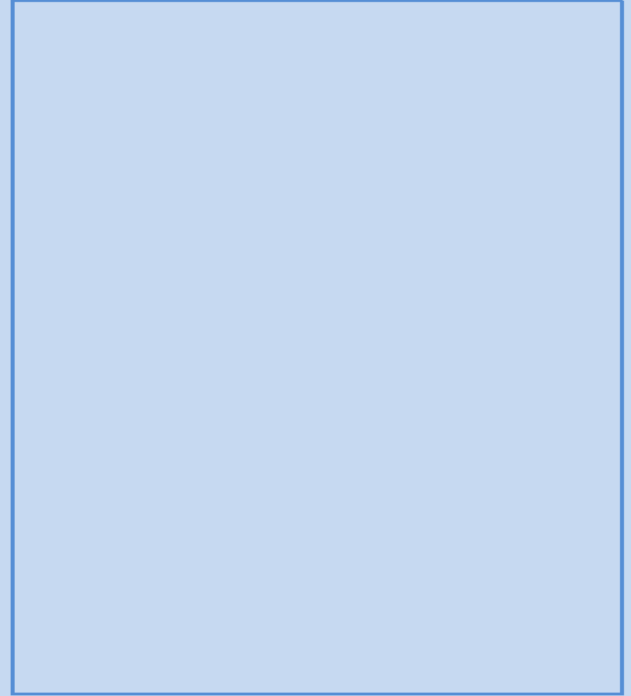
What is the Law?



TWO LANE
Vehicles traveling
In both directions
MUST STOP.



MULTI-LANE – Paved Across
Vehicles traveling in both directions
MUST STOP.



**DIVIDED HIGHWAY – With dirt, grass
or barrier median – Vehicles behind
MUST STOP. Vehicles traveling in
opposite direction must use caution.**

Loading/Unloading Locations

IC 9-21-12-12 School bus loading and unloading on highway – repealed

Still best practice recommendation !!!

When a school bus is operated on a highway, the driver shall load and unload a student as close as practical to the right-hand curb or edge of the roadway.



Stop Arm - Use

IC 9-21-12-13 School bus; arm signal device

Sec. 13. (a) Except:

(1) as provided in subsection (b); or

(2) when a school bus is stopped at an intersection or another place where traffic is controlled by a traffic control device or a police officer; whenever a school bus is stopped on a roadway to load or unload a student, the driver shall use an arm signal device, which must be extended while the bus is stopped.

(b) The governing body of a public school may authorize a school bus driver to load or unload a student at a location off the roadway that the governing body designates as a special school bus loading area. The driver is not required to extend the arm signal device when loading or unloading a student in the designated area.



Highway or Street

IC 9-13-2-73 Highway or street

Sec. 73. "Highway" or "street" means the entire width between the boundary lines of every publicly maintained way when any part of the way is open to the use of the public for purposes of vehicular travel. The term includes an alley in a city or town.



Roadway

IC 9-13-2-157 Roadway

~~Sec. 157.~~ (a) Except as provided in subsection (b), "roadway" means that part of a highway improved, ~~designed,~~ or ordinarily used for vehicular travel.

(b) As used in IC 9-21-12-13, "roadway" means the part of a highway that is improved, designed, or ordinarily used for vehicular travel. The term does not include the ~~sidewalk, berm, or shoulder,~~ even if the sidewalk, berm, or shoulder is used by persons riding ~~bicycles or other human powered vehicles.~~



Exit Blocking

IC 9-21-12-18 School bus and special purpose bus; obstruction of emergency exits and doors; driver penalties; employer penalties

Sec. 18. (a) Whenever a school bus or special purpose bus is transporting passengers, the school bus or special purpose bus emergency escape exits, doors, emergency exit windows, roof exits, and service doors must be free of any obstruction that:

- (1) inhibits or obstructs an exit; or
- (2) renders the means of exit hazardous.

(b) A driver who knowingly operates a school bus or special purpose bus in violation of subsection (a) commits a Class C misdemeanor.

(c) A person who knowingly directs a driver to operate a school bus or special purpose bus in violation of subsection (a) commits a Class C misdemeanor.



Students Left on Bus

IC 9-21-12-19 School bus; special purpose bus post trip inspection

Sec. 19. (a) A person who operates a school bus or a special purpose bus shall visually inspect each seat within the interior of the school bus or special purpose bus at the end of a trip during which students or passengers are transported to determine that no student or passenger has remained on the school bus or special purpose bus.

(b) The visual inspection required under subsection (a) must be conducted:

- (1) at the conclusion of each trip during which students or passengers are transported; and
- (2) before the operator exits the school bus or special purpose bus.

(c) A student or passenger is considered to have been left on a school bus or special purpose bus if:

- (1) the operator has reached the end of a trip during which students or passengers are transported and exited the school bus or special purpose bus; and
- (2) the student or passenger remains inside the school bus or special purpose bus.

(d) A school bus or special purpose bus owner shall report all instances of a student or passenger being left on the school bus or special purpose bus to the superintendent or the superintendent's designee immediately after the incident occurred.

(e) The superintendent or the superintendent's designee shall report all instances of a student or passenger being left on the school bus or special purpose bus to the department of education not later than five (5) working days after the incident occurred.



Definition of Trip

- **Trip is not defined by statute.**
- **Office of School Transportation Definition:**

A trip occurs any time a student or passenger boards a bus, is transported to any location, the bus is stopped, and all of the students or passengers are considered to have left the bus, regardless of whether it is the end destination.



Students Left on Bus

As per **Senate Bill 0228, Public Law 39-2009**, in the event a student or passenger is found on the bus and the operator has exited the bus, the incident must be reported to the superintendent or superintendent's designee. Within five working days of the incident it shall be reported to the Department of Education.

If you have questions or comments about this page, please contact: sts-support@doe.in.gov

There are 183 incidents.

Date Reported	Date of Incident	Corporation Reporting	Driver Last Name	Age of Student	Grade
05/19/2017	05/19/2017			3	PK
04/13/2017	04/12/2017			6	KG
04/07/2017	04/07/2017			9	03
03/09/2017	03/08/2017			13	07
03/07/2017	03/03/2017			11	06
02/28/2017	02/23/2017			13	07
02/08/2017	02/03/2017			13	07
01/30/2017	01/30/2017			9	03
01/20/2017	01/17/2017			16	10
01/19/2017	12/23/2016			6	01
01/17/2017	01/09/2017			15	09
12/19/2016	12/16/2016			12	06
12/13/2016	12/13/2016			8	03
12/07/2016	12/07/2016			10	05
12/06/2016	12/05/2016			14	09
12/01/2016	11/30/2016			5	KG
11/07/2016	11/01/2016			13	06
10/19/2016	10/14/2016			4	PK
08/12/2016	08/09/2016			4	PK
04/27/2016	04/27/2016			9	02
04/11/2016	03/08/2016			17	09
04/05/2016	04/04/2016			9	04
04/01/2016	04/01/2016			8	02
03/19/2016	03/16/2016			14	08
03/14/2016	03/11/2016			13	08
02/25/2016	02/24/2016			16	10
02/12/2016	02/11/2016			6	KG

Evacuation Law IC 20-27-3-6.5

Sec. 6.5. The committee shall adopt and enforce rules under IC 4-22-2 ~~to require~~ that a school bus driver operating a school bus do the following at least one (1) time each semester:

- (1) If the school bus is equipped with safety belts meeting the standards set forth in IC 9-19-10-2, provide instruction to the passengers on the school bus on the proper fastening of the safety ~~belt about~~ the passenger's body.
- (2) Conduct a school bus passenger evacuation drill.



Yellow Card Revocation

IC 20-27-8-15 School bus driver training certification

...

(e) The department may at any time order the revocation of a driver's certificate of completion of the school bus driver safety education training due to:

(1) fraudulent completion of the annual safety meeting or workshop required under section 9 of this chapter; or

(2) circumstances endangering the safe transportation of students, including the following:

(A) [REDACTED] for a:

(i) conviction for a felony or for a Class A misdemeanor that endangers the safety or safe transportation of a student; or

(ii) positive drug or alcohol test result that does not fall under the return to duty policy of the employing school corporation.

(B) A two (2) year revocation for a conviction for a Class B misdemeanor that endangers the safety or safe transportation of a student.

(C) A one (1) year revocation for a:

(i) conviction for a Class C misdemeanor; or

(ii) judgment for a Class A infraction;

that endangers the safety or safe transportation of a student.

(D) A six (6) month revocation for a judgment for a Class B or Class C infraction that endangers the safety or safe transportation of a student.



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Pre-school Transportation – January 1, 2018

575 IAC 1-5.5-11 Special requirements

Sec. 11. (a) Any passenger seat that has a child safety seat or restraint system attached to it must:

- (1) have a reinforced frame; and
- (2) meet the requirements of FMVSS 208, 209, and 210.

(b) The seat behind a seat that has a child restraint system that is secured using a portable seat mount (for example, cam wrap belt used for a safety vest, Star seat, ProTech seat) must be kept empty or occupied by a child who is also in a child safety restraint system.

(c) All child safety seats or restraint systems used in a school bus must be secured to a bus seat in a manner prescribed and approved by the manufacturer and must meet safety specifications as follows:

- (1) A child below the grade of kindergarten must be transported in a child safety restraint system that meets all applicable Federal Motor Vehicle Safety Standards beginning January 1, 2018.
- (2) For any child below the grade of kindergarten, the use of a lap belt alone is not appropriate.

...



Mechanic Licensing

Licensing – Class B CDL, Air Brake, with P endorsement even if there is ~~not going~~ to be a passenger (such as another mechanic on the bus but it cannot be a student) an S endorsement ~~is not~~ required but if you are going to use as a substitute driver then they must have a S endorsement.

Certification – if the mechanic has the S endorsement then they must go ~~through~~ the entire school bus driver certification process to transportation students.



Best Practice Recommendations

- Policies
 - Review yearly
 - Drivers sign yearly
 - New drivers receive, review, & sign before driving
- Bus Stops
 - Review yearly
- Bus Discipline
 - Policy
 - Suspensions
- Driver Evaluations – yearly
- Training – review & evaluate (pre & post)



Proper Pre-Trip Procedure?



WCVB

Stay Connected.



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ASM – District Responsibilities

- Preference
 - Select preference in April
 - Moodle - individual
 - GroupView – district responsible for showing the class, quizzes, and recording completion
- Drivers
 - Check driver lists frequently (contact IDOE)
 - Remove a driver
 - New driver from another district
 - Name changes



ASM – Moodle & GroupView

- Moodle
 - Use yellow card number for username
 - Change me for password initial time
 - If system doesn't ask to change password you logged in incorrectly
 - Logged in incorrectly ask for help!
- GroupView
 - All drivers must take class using GroupView method (you cannot request to move them to Moodle because they missed your meeting)



ASM – DOE Online

- DOE Online ASM Status Codes
 - **Pass**
 - Driver has fully completed the ASM
 - **Not Completed**
 - Driver has not taken any quizzes in ASM
 - **Failed**
 - Driver has not completed all quizzes
 - **or**
 - Driver has completed all quizzes but one or more quizzes results are less than 80% correct



ASM – Yellow Cards

- Results
 - Moodle [REDACTED]
 - System updates completion in DOE Online
 - OST [REDACTED] status which changes the issue date
 - GroupView
 - Districts responsible for recording results
 - Keep quiz results
 - Yellow Cards [REDACTED]
 - All cards are now printed by the districts
 - If you want to guarantee processing of a yellow card before December 31st [REDACTED] the driver needs to complete the class by December 24th !



ASM – Special Needs Certification

- Separate Class
 - Optional
 - [REDACTED] District decision
 - Moodle users can take class on their own
 - [REDACTED] GroupView
 - Districts responsible for recording results
 - Keep quiz results
 - Yellow Cards
 - [REDACTED] Special needs certification will print on card
 - Failing the special needs certification has no effect on yellow card; if driver passes the ASM but fails the special needs certification the yellow card will still be renewed!



Questions?

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Office of School Transportation

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