

**SCHOOL
TRANSPORTATION
UPDATE**

**MISSOURI DEPARTMENT OF
ELEMENTARY AND SECONDARY
EDUCATION**



2012-13 Transportation Budget Estimate

The 2013-14 Governor's budget recommendation and House Bill 2 for the transportation appropriation is \$97,797,713, the same appropriation as 2012-13.



2012-13 State Transportation Aid Calculation

The fiscal year 2012-13 state transportation aid calculation is available through the School Finance website. Select Monthly Financial Reports. Input County-District number. The Payment Transmittal is then displayed. Click on the revenue name "Transportation" on the Payment Transmittal to access the transportation aid calculation. The link to School Finance Monthly Financial Reports is <http://dese.mo.gov/divadm/finance/FinancialRpt.html>.

- This is the sixth live state transportation calculation made for the current year. The calculation is based on 2011-12 school year data submitted by the district on the state transportation aid documents included in Part IV of the Annual Secretary of the Board Report (Application for State Transportation Aid, School Bus and Facility Depreciation Schedules).
- The percent of reduction to the calculated entitlement computed for the March 2013 calculation is shown below. This reduction percentage represents the amount the entitlement exceeded the appropriation and *will* fluctuate from month to month as revisions are made to individual school district data. The percent of reduction and the A and B factors are also reflected on each district's Summary Transportation Report.
- The percentage reduction and the A and B factors are as follows:

	Reduction Factor	A Factor	B Factor
March 2013	63.183181	3.230126	-1.320585



Transportation Calculation Excel Spreadsheet Website Link

- A Microsoft Office Excel spreadsheet of the transportation aid calculation is located on the school transportation website under Entitlement Calculation.
- Districts may download the program and enter the ridership, mileage, expenditure and revenue data and the program will calculate the district's transportation aid based on that data. The district may then save the program on its computer for future use.
- The proration percentage and the state constant A and B factors should always be updated with the most recent actual data and/or projected numbers, in order for the calculation to be as accurate as possible.

2013 National School Bus Illegal Passing Survey

- While school buses remain incredibly safe, we all know that students who ride buses are most vulnerable when they are outside the bus in the "danger zone." Missouri is assisting the National Association of State Directors of Pupil Transportation Services (NASDPTS) in coordinating a national survey to determine the prevalence of illegal passing of school buses. That data will help improve safety countermeasures at the state or national level.
- We are enlisting your assistance in this important project. On Wednesday, April 17, 2013, please have your district's school bus operators observe and report any instances of motorists illegally passing their school buses. An email will be send to all Core Data, Screen 3, Pupil Transportation Contacts, before the end of March with details on the collection and reporting of the survey data.

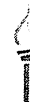
2012 Illegal Passing Survey Results

- 3,816 buses – 32% of Missouri school buses participated in the 2012 illegal passing survey
- 1,100 stop locations with illegal passes
- 51% of illegal passes occurred in the a.m.
49% occurred in the p.m.
- 1,503 vehicles illegally passed school buses
 - 818 vehicles passing the bus from the front
 - 457 vehicles passing the bus from the rear
 - 1175 vehicles passing the bus from the left
 - 58 vehicles passing the bus from the right
- *NHTSA Best Practices Guide: Reducing Illegal Passing of School Buses*
<http://www.nhtsa.gov/people/injury/buses/2000schoolbus/index.htm>



Certified School Bus Driver Instructor Training

- The Certified School Bus Driver Instructor recertification training will be held in Columbia on July 19, 2013. The Certified School Bus Driver Instructor workshop is scheduled for July 22-24, 2013, in Warrensburg.
- Registration forms for this training are available <http://dese.mo.gov/divadm/trans/BusDrivers.htm>, a listing of all current Certified School Bus Driver Instructors can also be viewed at this site.



2013 Missouri Minimum Standards for School Buses

- The final version of the *2013 Missouri Minimum Standards for School Buses* has been posted to the School Transportation website. This amendment of the Missouri Minimum Standards for School Buses impacts school buses manufactured with a bus body tag "build date" later than December 31, 2012. The 2013 Missouri Minimum Standards for School Buses can be viewed and printed at <http://dese.mo.gov/divadm/trans/MinStdIndex.html>.
- Changes included to the emergency door labeling; school identification lettering/logos; inside height to exclude air conditioning equipment; transmission parking pawl/interlock brake system; no standees on lifts; and the allowance for a second handrail on special equipped school buses.



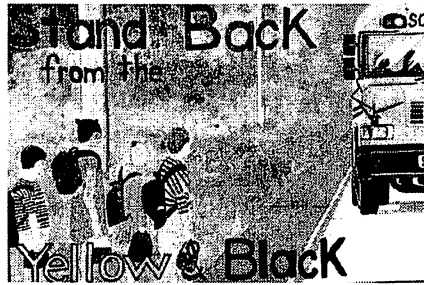
School Bus Purchases

- Missouri Statute 304.060, RSMo, requires school districts to comply with State Board of Education regulations that set school bus safety standards (this statute carries a "guilty of misconduct" violation for any school employee who does not comply with this requirement). School districts and their school bus contractors are required by State Board of Education Regulation 5 CSR 30-261.025 to operate only school buses that meet Missouri Minimum Standards for School Buses. In addition, school bus manufacturers are also charged in the Minimum Standards with certifying that their product meets the Minimum Standards for School Buses.
- Please make sure that all school bus purchases, *including used school buses*, specify that the school bus meets Missouri Minimum Standards for the year in which the bus was manufactured. Several states do not have the same specifications that Missouri does including the fire block seat upholstery, the second stop arm, and the lower side skirts.



2013 National School Bus Safety Week

- The theme is "Stand Back From the Yellow and Black!" The dates are 2013 October 21-25, 2013.



**For posters contact: Lynn Martin at
lynn.martin@napt.org or 800-989-6278**



Change in Guidance for Bus Discipline for Students with Disabilities

- Information regarding a change in guidance for bus discipline for students with disabilities as a result of the June 21, 2012, Office of Special Education Programs (OSEP) policy guidance letter to Sarzynski, can be found through an Administrative Memo posted at <http://dese.mo.gov/am/se/>.
- Please review the memo carefully and contact the Special Education Compliance Section of the Office of Special Education at 573-751-0699 or secompliance@dese.mo.gov if you have any questions.



Change in Guidance for Bus Discipline for Students with Disabilities (cont.)

- For students with disabilities who have transportation as a related service on their Individualized Education Programs (IEP), any day of bus suspension will be counted as a day of OSS even if the student attends school that day because the parent made alternate arrangements to get the student to school. The OSEP guidance letter makes it clear that when any service required by a student's IEP is denied because of disciplinary action, it is considered OSS. Further, OSS days as a result of bus suspensions will count toward the ten (10) days triggering change of placement decisions as part of the discipline process for students with disabilities. This is a CHANGE from the Department's previous guidance.
- Please note that this new guidance only applies to students with disabilities who have transportation as a related service on their IEPs. LEAs may avoid counting a bus suspension day as a day of OSS by providing the student's required related service transportation in an alternative manner which could include providing a different mode of transportation for the student or contracting with the parents to provide transportation for the student during the bus suspension.

Annual School Bus Driver Training Required

- Missouri law requires that each school bus driver receive at least 8 hours of annual training.
- This includes regular route drivers, sub drivers, activity and field trip drivers, and school district staff members such as coaches and teachers who drive school buses.
- Training records should include who attended the training, when the training was provided, and the contents of the training.

NHTSA Child Safety Restraint Systems on School Buses Training Video

- Covers the correct installation and proper placement of children in rear-facing seats, forward-facing seats, integrated seats and safety vests.
- Available online at <http://www.nhtsa.gov/School-Buses>



NHTSA School Bus Driver In-Service Safety Series Recently Updated

- This refresher training provides nine lesson modules on driving a school bus that are frequently requested by school bus drivers and pupil transportation supervisors.
- Modules include training on adverse weather conditions, driver attitude, emergency evacuation, highway rail grade crossing, know your route, loading and unloading, student management, students with special needs, and vehicle training.
- Online now at <http://www.nhtsa.gov/School-Buses>



NHTSA School Bus Recalls

- NHTSA representative Ric Willard with the Office of Defects Investigation recently shared the following concern with NASDPTS. Please make sure that you are checking for any recalls on your school buses by going to the NHTSA website at <http://www-odi.nhtsa.dot.gov/defects/>.
- A look back at six years' worth of mature school bus related recalls finds that *only 65%* of the buses involved have been remedied; that's more than 3% behind all other vehicles and 5% behind passenger cars over the same time period. Looking back over 10 years, nearly *one-half million* recalled school buses are currently being operated in this country with known and unfixed safety issues.



Non-Conforming Van Use

- Since July 1, 2001, any vehicle that transports 11 or more passengers including the driver that is newly purchased, leased, or contracted must be a school bus and meet all Missouri Minimum Standards for School Buses as well as all Federal Motor Vehicle Safety Standards for School Buses (with the exception of motor coaches).
- *This means that a school district cannot purchase, contract, or rent 12/15/17 passenger vans for the transportation of school children.*



Who must have a School Bus (S) Endorsement?

- State statutes require drivers of any vehicle (including a personal vehicle) who are being compensated for transporting students to/from ANY school event/program to have an "S" endorsement on their license.
- District employees (i.e., teachers, coaches, administrators, secretaries, school nurses, janitors, etc.) who transport students as an "incident" to employment (i.e., student illness, etc.), are required only to have a valid Class F operator's license.
- District employees who are hired knowing they will be transporting school children as part of their job (i.e., regularly scheduled field trips, school sponsored activities, etc.) must have a Class E (for hire) license with a school bus (S) endorsement. Vehicles must weigh less than 26,001 lbs. and be capable of transporting 15 or less including the driver.
- In addition, parents or individuals who enter into a contract with the district to transport students in a district owned/district leased vehicle and who are paid a lump sum amount, an hourly wage, or more than the AAA cost per mile must have a Class E license with an S endorsement. These parents or individuals must agree to provide transportation in a safe, inspected, insured, licensed vehicle.
- Note: Any vehicle that is capable of transporting 11 or more including the driver must be a yellow school bus that complies with Missouri Minimum Standards for School Buses.

Ridership List

- The second ridership list for the current school year should have been finalized on the second Wednesday of February (February 13, 2013). This list should be a compilation of the students' names that regularly ride the bus from the beginning of the second semester to the February 13 count day and should identify which students are eligible for state transportation aid (those living one mile or more from school) and those ineligible for state transportation aid (those living less than one mile from school). The compilation of this list should not be effected by the fact that a school district may not have been in session on February 13.
- The ridership list should not be a listing of all students who are eligible or ineligible to ride the buses nor should it be a listing of only those students riding on the count day, but should be a listing of students regularly riding the buses. A student should ride the bus a minimum of once a week to be considered a regular rider.

Contact Information

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