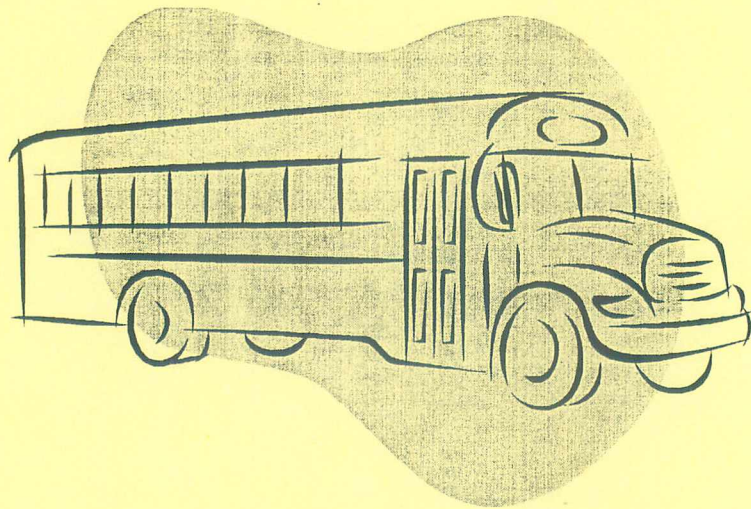


# **School Transportation Update**



**Missouri Department of Elementary  
and Secondary Education**

**2014 MASA Spring Conference**

## 2014-15 Transportation Budget Estimate

The 2014-15 Governor's budget recommendation is \$115,297,713 and House Bill 2 for the transportation appropriation is \$125,297,713, an increase of \$15 million and \$25 million respectively from the 2013-14 appropriation.



## 2013-14 State Transportation Aid Calculation

- The fiscal year 2013-14 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 seventh live state transportation calculation made for the current year. The calculation is based on 2012-13 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 2014 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:

	<u>Reduction Factor</u>	<u>A Factor</u>	<u>B Factor</u>
March 2014	64.737451	3.437065	-1.426588

## 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.

## Cell Phone and Texting Prohibited Missouri CDL Drivers

- Effective August 28, 2013, House Bill 103 revised 304.820, RSMo, to state:
  - Except as otherwise provided in this section, no person shall operate a commercial motor vehicle while using a hand-held mobile telephone.
  - Except as otherwise provided in this section, no person shall operate a commercial motor vehicle while using a wireless communications device to send, read, or write a text message or electronic message.
- The complete version of HB 103 can be viewed at <http://www.house.mo.gov/billtracking/bills131/sumpdf/HB0103T.pdf>.



## **School Transportation Administrator's Handbook Updated**

- The School Transportation Administrator's Handbook has been updated with the recent changes in Missouri statutes related to school bus drivers' licensing and school bus operations.
- It is posted to the School Transportation website under Administrator's Handbook.




## **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."
- In April 2013 Missouri assisted 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.
- The data will help improve safety countermeasures at the state or national level.



## 2013 Illegal Passing Survey Results

- 3,630 buses – 31% of Missouri school buses participated in the Missouri 2013 Illegal Passing Survey
- 691 buses experienced illegal passes
- 48% of illegal passes occurred in the a.m.
- 3% of illegal passes occurred at midday
- 57% of illegal passes occurred in the p.m.
- Location of vehicles that illegally passed school buses
  - 473 vehicles passed the bus from the front
  - 210 vehicles passed the bus from the rear
  - 667 vehicles passed the bus from the left
  - 24 vehicles passed 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>


## 2014 National School Bus Illegal Passing Survey

- This year we are enlisting your assistance again on this important project.
  - On Wednesday, April 9, 2014, please have your district's school bus drivers 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, shortly with details on the collection and reporting of the survey data.
- 

## Certified School Bus Driver Instructor Training

- The Certified School Bus Driver Instructor recertification training will be held in Columbia on July 18, 2014. The Certified School Bus Driver Instructor workshop is scheduled for July 23-24, 2014, 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.



## School Bus Purchases

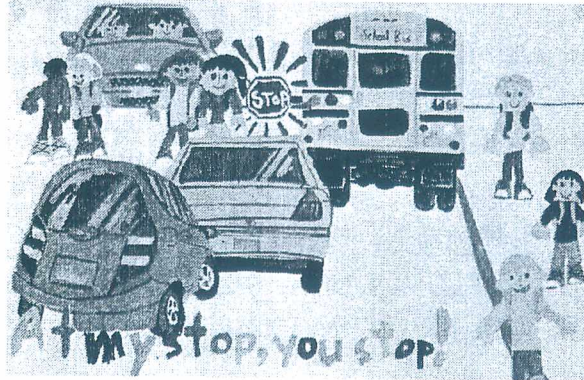
- Missouri Statute 304.060, RSMo, requires school districts to comply with State Board of Education regulations that set school bus safety standards (this statute carries a “guilty of misconduct” violation for any school employee who does not comply with this requirement). School districts and their 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.





## 2014 National School Bus Safety Week

- The theme is "At My Stop, You Stop!" The dates are October 20-24, 2014.



For posters contact NAPT at 800-989-6278.



## Ridership List

- The second ridership list for the current school year should have been finalized on the second Wednesday of February (February 12, 2014). 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 12 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 12.
- 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.



## 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.

## 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.

## "Ride-Along" Programs For Bus Drivers' and Staff's Children Prohibited

- DESE periodically reviews concerns relating to so-called "ride-along" programs that allow school bus drivers and other staff to bring their young children on school buses while driving their transportation routes, driving activity and field trips, or acting as chaperons and sponsors.
- School buses are licensed pursuant to Sections 301.010 and 302.010, RSMo, solely to transport pupils to and from school or elsewhere for educational purposes. They are not licensed to carry the preschool-age children of the drivers and other staff or any children not enrolled in a school district program.

## “Ride-Along” Programs For Bus Drivers’ and Staff’s Children Prohibited (Continued)

- The current status of Missouri’s governmental tort immunity law makes transportation services an area of critical concern for school districts. Specifically, Section 537.600.1(1), RSMo, provides that governmental tort immunity is expressly waived for:
  - Injuries directly resulting from the negligent acts or omissions by public employees arising out of the operation of motor vehicles or motorized vehicles within the course of their employment.
- This means that public school employees may NOT have tort immunity protection when they are operating motor vehicles. Added to this is the possible distraction of drivers having one or more of their own young children to care for while supervising students on the bus. The Missouri State Highway Patrol has expressed similar safety concerns about driver distraction.



## School Bus Driving Record Checks

- With the 2005 change in school bus driver licensing from the Department of Revenue’s central office to local fee offices the Department of Revenue (DOR) no longer has access to employer information for notifications of changes in school bus “S” endorsement status. Driving records can be obtained for \$5.88 (plus \$2.00 at the fee offices). A verbal driver’s status check can be obtained by calling DOR, General Issuance, (573) 751-2730 (ext. 2) or by calling an automated line at (573) 751-2730 (ext. 1).
- It is recommended that the driving record or S endorsement status be checked *at least every 6 months*. School bus drivers are notified by letter when any S endorsement status change occurs. Driving record checks are also run when the applicant is applying for an S endorsement.



## Contact Information

**Debra Clink**

**School Transportation/Finance Consultant  
MO Dept. of Elementary and Secondary  
Education**

**Phone No: 573/751-0357**

**Debra.Clink@dese.mo.gov**

dese.mo.gov | facebook.com/MOEducation  
twitter.com/MOEducation | youtube.com/MODeptofEducation

