



SCHOOL TRANSPORTATION UPDATE



a service of the Ohio School Boards Association

Issue 15-3

August 26, 2015

This communication contains information on the following topics:

- 1) T-8 physicals due soon
- 2) K-3 student safety training
- 3) T-1 early warning
- 4) Transportation funding forecasts available
- 5) MTA signups still going on
- 6) OSBA resources

Welcome to the new school year! With nearly all schools back in session, and Ohio's school buses on the road again, this E-alert is intended to help you keep on track with mandated transportation tasks as well as provide other resources for your benefit. These newsletters are also posted on the OSBA transportation page in an archive for your future reference.

1) T-8 physicals due soon

Every school transportation driver in Ohio is required to have a current T-8 physical on file with ODE. The deadline for submission of these records for the upcoming year is [August 31](#). All driver records are checked nightly, and those without a current physical will be changed to inactive status early in the morning of [September 1](#).

So how is "current" defined? Per the Ohio Administrative Code 3301-83-07 (C), the rule is as follows:

- a) Any returning driver and any driver hired before [January 1st](#) of the current calendar year must have a physical completed after [May 1st](#) of the current year and prior to the start of the new school year (defined in practice by ODE as [September 1](#)). Drivers not meeting this are listed as inactive and may not drive a bus.
- b) Any driver hired after [January 1st](#) of the current calendar year and who had a physical completed after their date of hire may continue to operate on that physical for the upcoming school year. More simply stated, state regulations do NOT require them to get a new physical this year.

2) K-3 student safety training

The last couple of weeks of August and first couple of weeks of September are among the busiest of the year for transportation staff. That workload notwithstanding, this is also the time of year when we are required to provide safety training for our students in kindergarten through third grade (OAC 3301-83-09, ORC 3327.16). There are different styles of accomplishing this training—classroom presentations, student assemblies, and on-bus training. Key to all of them is making certain that your drivers are interacting with their students to explain the safe rider rules and providing them with safety tips. Appropriate topics include waiting at the bus stop safely, designated place of safety, what to do if the bus is late, and safe walking practices to and from the bus stop.

The law also requires training for students enrolled in grades four through 12, but does not specify the time of year for this training. Some districts may elect to instruct all students at the same time, while others wait until school bus safety week ([October 19-23](#) this year).

3) T-1 early warning

Each public school district is required to report their daily riders and mileage on the T-1 report each year. The law requires the data to be collected in the first full week of October – this year that will be [October 5-9](#). Prior to collecting this data, it is important to make certain that your vehicle inventory is current in the SFPS system and that you have provided training for your drivers on collecting the data. Remember a key rule – you count students when they ride to school in the morning, and you count your total mileage for the entire day for each vehicle.

After collecting the data, ODE requires you to report that data through the SFPS online reporting system before [November 1](#).

If you want to know more about the T1 process or any of the required state reports, you may wish to sign up for the MTA class that OSBA is hosting in October that focuses on T reports.

4) Transportation funding forecasts are available

Now that we are in a new state budget year, it is important to understand the state funding flow for school transportation. As in each budget cycle, there were changes in the budget law and adjustments in how funding is calculated.

Schools will continue to receive semi-monthly foundation payments from the state based on last year's calculations until the state updates their data based on the new T-1 reports to be submitted this fall.

The state has provided estimated funding amounts for each district, and provided them for reference. OSBA has posted these transportation estimates on our website (www.ohioschoolboards.org). After logging in with your user name, go to the section on Products and Services and select Transportation Services. The estimates are posted in the Data and Calculators section.

Also available in this section is a powerpoint pdf that walks through the transportation funding procedure for the upcoming year.

5) MTA signups still available

Are you interested in continuing education in pupil transportation administration? Want to keep your proficiency up and stay current on the skills needed to manage school transportation? Or are you looking for training to learn this very specialized segment of public education? If you answer yes to any of these, the MTA program is for you.

The program includes six classes spread out through the school year and is offered in a three-year curriculum. You can start in any year, and registrations are available for a year at a time. We also welcome individuals who want to attend just certain classes. MTA enrollees are also provided with access to private Web pages for the classes they have attended as well as an online transportation resource library that is not available to the public.

The first class for this school year will be on [October 14](#). For more information contact Diana Paulins at [\(614\) 540-4000](tel:6145404000) or mta@ohioschoolboards.org.

6) OSBA Resources

As an employee of a school district that belongs to OSBA, you have access to any of the services offered, including transportation support. Feel free to use our Web resources as needed and contact us when you have questions that you need assistance with. If you have not yet accessed the OSBA Web page, it is easy to do. You select the login link on the top right of the page, and then select the option for "First time logging in." You will be able to establish a user account that provides you access to all of the member options on our Web pages.