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August 13, 2018:

- 1) Seat belts – in the news again
- 2) Master of Transportation Administration
- 4) Back to school planning

1) Seat belts – in the news again

We know that school buses are the safest form of transportation for students, but not everyone agrees. After the recent NTSB report was released, there have been renewed calls for the addition of passenger restraints (seat belts) on school buses to protect our children. Emotions can run high in this discussion, and sometimes individuals who mean well but are not well-informed take strong stands calling for immediate action. Our challenge as school administrators is to acknowledge the concerns and help everyone understand the factual data without leaving the impression that we are jeopardizing student safety. At the same time, we need to carefully evaluate where the greatest risks are to students and invest our scarce financial resources in a way that maximizes the impact on safety.

Join us for a special seminar on October 3 to look at the facts pertaining to passenger safety on school buses. We will consider school bus safety in general, look at the data, construction standards, and accident records; and then consider the dynamics of passenger restraints in school buses and their impact on passenger safety. This special seminar will be held at OSBA's offices in Columbus. The seminar is scheduled from 10:00 am to 12:00 noon. You can register online at: [Seminar registration](#)

2) Master of Transportation Administration

Consider joining us this year for the Master of Transportation Administrator program. Over 100 administrators in Ohio have already completed the program, and others are currently enrolled. The total curriculum is a three-year engagement, with six classes held each year.

The classes and subjects have been designed to support you in your role as a pupil transportation administrator, and to give you tools and resources to ensure your success. Through attending these classes you also have the opportunity to network with other school administrators and to discuss common issues that you are challenged with. Another benefit of the program is your access to an extensive online library of pupil transportation resources through the OSBA website.

For more information, see the following link: [OSBA Training programs](#), or contact one of the transportation staff at OSBA. Our first class comes up in September and will focus on the state T reports that are critical for your transportation funding.

3) Back to school planning

August is upon us . . . along with the myriad of preparations for another school year startup.

Whether you are a veteran or a newer administrator, it is critical to periodically take a step back and look at the task list for this month and the next. With as much on the plate as we have in pupil transportation, it is important to make certain nothing is overlooked.

To help you survive the next 60 days, we offer this list to help keep you on track.

Routing preparations:

- Finalize routing review with drivers, clean up rosters and print out new route sheets.
- Create a master calendar that lists all of the schools you serve with their open and closed days and opening and dismissal times.
- Review the routing for special needs students and contact parents to provide pickup and dropoff times.
- Start collecting kindergarten information and building kindergarten routes (if separate from your regular routes).
- Provide bus rosters, schedules and information to building principals.

Driver readiness:

- Check T8's for all drivers and submit to ODE on or before August 31.
- Check driving records for all returning drivers through the ODE system.
- Update and distribute the emergency procedures and phone list.
- Send your updated driver list to your drug and alcohol testing service.
- Schedule and hold the first of your driver in-services. Consider scheduling multiple in-service trainings throughout the school year.
- Issue the 3327.10 annual employment certificate for each driver.

Student safety training

- Plan and schedule your K-3 student safety training to be completed in the first 10 days of school. Consider using your OBI's and/or lead drivers to conduct these.
- Schedule your school bus emergency evacuations and coordinate the timing with your building principals.

Parents

- Communicate bus stop locations and times with parents.
- Consider a press release to remind the community that school buses are rolling again, and to be alert for students walking along roadways to and from bus stops and their schools.

School Board

- Present the bus stops and routes to the school board and ask for approval.
- Ask the board to appoint a designee with the authority to make changes in bus stops and routes as needed throughout the school year.
- Ask the board to adopt resolutions of 'impractical to transport' for students you are unable to transport because of cost and/or logistics.

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