



Transportation Action Plan

What:

School transportation is the transporting of children and teenagers to and from schools and school events. School transportation can be undertaken by school students themselves (on foot, bicycle; or for older students, by car), it may be accompanied by family members or caregivers, or the transportation may be organized collectively, using buses.

School transportation uses specially designed school buses. Many districts in the United States use specially built and equipped school buses painted school bus yellow and equipped with various forms of warning and safety devices specific to them.

Why:

Buses make school accessible for all. For many students, the school bus is the only available method of transportation to and from school. Since not everyone owns a car or lives within walking distance of their school, a bus may be the only method of transportation that they have. Access to quality education is critical for all children, which makes school buses an absolute necessity. Students without access to a school bus have a much harder time getting to school on time, every day.

Buses reduce traffic. Suppose the elementary school closest to your house serves about 500 students. Can you imagine what the surrounding roads would look like at 8 am if a few hundred parents drove there separately, all trying to get to the school to drop off their children? In fact, each school bus removes an average of 36 cars from the roads. School buses improve traffic conditions.

Buses are safer. School buses were designed with student safety in mind. Their yellow color is easily seen by other drivers, even in their peripheral vision. The sides of the vehicle are reinforced to protect passengers in a crash, and the high seat backs also provide protection during an impact. Parents who think that their children are safer if they personally drive them school should consider this: students are about 20 times more likely to arrive at school safely than if their parent drives them. For teen drivers, this statistic increases to 50 times more. School buses are much safer than passenger vehicles.

School bus ridership benefits everyone. The next time that you see a bus on your way to work, remember all the ways in which it benefits everyone.

How:

Action Steps:

- ✓ New Job Description for the Transportation Supervisor
- ✓ New Job Descriptions for the Bus Drivers and Van Drivers-Distributed and reviewed with all personnel
- ✓ New Organizational Chart-Chain of Command-Distributed to all staff
- ✓ Communication Protocol for all School Board Members (Complaints)
- ✓ District and Transportation Supervisor membership-Iowa Pupil Transportation Association-Attend Annual Conference and Regional trainings
- ✓ Annual Evaluation of the Transportation Supervisor, Bus Drivers and Van Drivers
- ✓ Bus Evacuation Drills
 - New tool to document-Google Document
 - New presentation for the classroom-prepared by Bus Drivers
 - Completed twice each year at each school (Fall-Oct-Spring-April)
- ✓ Transportation Advisory Committee-to include Transportation Supervisor, students and parents to meet quarterly to discuss bus issues and concerns
- ✓ Additional Training components for all Drivers:
 - Training Sessions quarterly (Handouts-supplied by insurance carrier (IPSIP) Iowa Pupil Transportation Association and Department of Education)
 - Regular distribution of information memos (Sign-off required)
 - Required Annual Training (Certificate of Completion Required)
- ✓ Reviewed/Updated all Transportation Policies and Regulations
- ✓ Drivers required to take an Annual Physical Assessment
- ✓ Management Training for Supervisors
 - Topics: Safety Procedures, Employee Procedures, Employee Supervision, Employee Evaluation, Employee Discipline and Investigation-Documentation Procedures
- ✓ Start of new school year-Bus Driver Route Introduction Protocol
- ✓ Include all Transportation staff in the Pre-Service Program with staff

- ✓ Hold Two annual meetings with Transportation Staff and Administration (Fall-August-Spring-April)
- ✓ Transportation Staff-AED/CPR/First Aid/Stop the Bleed Kit Training
- ✓ Stop the Bleed Kits to be ordered for all vehicles
- ✓ New Bus/School Vehicle Accident Protocol
- ✓ National Bus Safety Week Activities each year-October
- ✓ National School Bus Driver Week Activities Each Year-April
- ✓ **Unite GPS**-The Board approved a proposal from Unite GPS and US Cellular to install GPS systems in school district owned vehicles. The system can monitor and manage our transportation system. The safest and most efficient way to securely transport students is to have a complete view of our transportation operation. Unite GPS School Bus Transportation Solution Suite has been specifically designed for the ever-changing school transportation environment. When fully implemented a Mobile App will be available to allow parents real time location of their child's route, vehicle stops and vehicle location.
- ✓ **Operational Assessment completed by TransPar**—their extensive operational assessments provide a roadmap to safe, high quality and cost-effective services
 - Establish an administrative staff position in transportation
 - Establish a rigorous document management and information procedure for transportation
 - Update and revise the shared services contract guiding the use and time allocation of the Transportation Coordinator
 - Consider the establishment of a lead driver position to reduce the administrative burden on the Transportation Coordinator
 - Improve the use of technology throughout the department
 - Conduct a shop facility assessment to ensure adequate space and circulation
 - Establish a dedicated vehicle replacement plan for entire fleet
 - Establish a structured driver recruiting process
 - Continue to expand the retraining and development options for all transportation staff
 - Continue to expand the policy and procedure infrastructure at the district to enhance operational performance
- ✓ **National Transportation Safety Board (NTSB)-Final Report**
 - Physical Performance Testing-fitness for duty
 - Fire Safety-Engine Fire Suppression Systems
 - Bus Driver Emergency Training and Student Evacuation Drills
 - Training: Divers Use of the Onboard 911 Button in case of an emergency

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orientation, gender identity, marital status, or disability in its employment practices, or as otherwise prohibited by statute or regulation. For more information or concerns regarding educational programs or activities, employment practices or information regarding the grievance procedure, contact Dr. Tim Mitchell, Equity Coordinator, Riverside Community School District, 330 Pleasant Street, PO Box 218, Carson, IA 51525, 712-484-2212, or email at tmitchell@riverside.k12.ia.us.