

Sign In

- Sign in for Day 1, alphabetical by last name.
- Make sure your info is correct.
- If you are not signed up for the class the instructor will add you.

1

Welcome to Indiana School Bus Driver
Entry Level Driver Training Pre-service!

Indiana Department of Education
Office of School Transportation



Working Together for Student Success

Instructors name

@EducatelN

2

Michael A. LaRocco
(317) 232 – 0890
mlarocco@doe.in.gov

Reggie White
(317) 232 – 0890
rwhite@doe.in.gov

Renee Dawson
(317) 232 – 0890
rdawson@doe.in.gov

www.in.gov/doe/school-operations/transportation/


Indiana Department of Education



3

Should you be here?
Is this:

- ✓ Your first CDL
- or
- ✓ Are you adding the P and/or S endorsement to a current CDL?


Indiana Department of Education 

4

Daily Expectations

Day 1: 730-430	Day 2: 730-4:30	Day 3: 730-1200PM
➤ Registration	➤ P/S Endorsements	➤ P/S Endorsements
➤ Introduction	➤ 2 Tests(AM)	➤ 2 Tests(AM)
➤ Certification	➤ Lunch	➤ Questions
➤ ELDT Overview	➤ P/S Endorsements	➤ Class Critique
➤ 2 Tests(AM)	➤ 2 Tests(PM)	
➤ Lunch		
➤ Class B CDL		
➤ 2 Tests(PM)		

Be on time! Breaks, lunch will start on time! Any portion you miss will have to be made up.
Be attentive and considerate! Highly advised to take notes!

Indiana Department of Education 

5

**PLEASE
HELP KEEP
THIS ROOM
CLEAN**

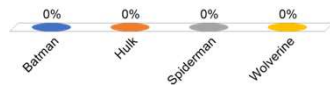
Indiana Department of Education 

6

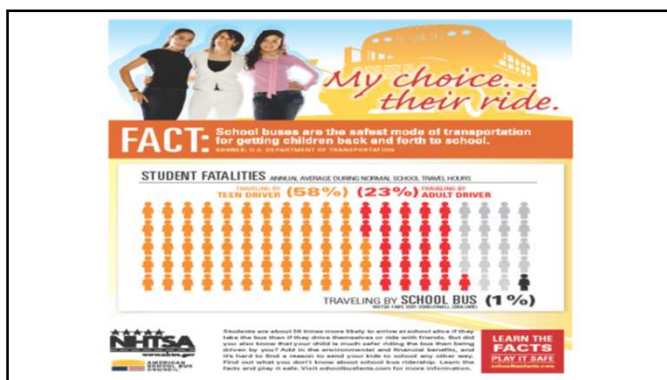
Clark Kent : Superman :: Bruce Wayne :

- A. Batman
- B. Hulk
- C. Spiderman
- D. Wolverine

عدد الإجابات



7




8



9

School Bus Driver Hiring Initial Process

- ✓ Driving Record
 - 1. Driver Provided
 - 2. District Acquired
- ✓ Background Check
- ✓ CPI Check
- ✓ Initial Drug Test



Indiana Department of Education

10

Driving Summary

IC 20-27-8-2 School bus driver driving summary

Sec. 2. (a) Before a school corporation enters into a:

- (1) contract with a school bus driver; or
- (2) fleet contract under IC 20-27-5;

the school corporation shall obtain, at no fee from the bureau of motor vehicles, a copy of the school bus driver's driving summary for the last seven (7) years as maintained by the bureau of motor vehicles or the equivalent agency in another state.

(b) To obtain a copy of the school bus driver's driving summary as required under subsection (a), the school corporation shall provide the bureau of motor vehicles with the following information:

- (1) The school bus driver's name.
- (2) The school bus driver's Social Security number.
- (3) Any other information required by the bureau of motor vehicles.

Page 14

Indiana Department of Education

11

School Bus Driver Certification Initial Process (no specific order)

- ✓ Licensing
 1. Complete Physical (must be done before getting permit)
 - A. CDL Physical
 2. Obtain CDL Permit (Class B CDL, Air Brake, P and S Endorsement)
 3. Complete ELDT training (Theory, Range/Road and BTW)
 4. Pass Skills Test
 5. Obtain CDL License (Secure ID)
- ✓ Certification
 1. Complete Physical
 - A. Title 20 Physical Fitness Certificate (held locally)
 2. Obtain Certificate of Enrollment (blue card)
 3. Complete On Bus Requirements
 - A. Must have Certificate of Enrollment (blue card) to drive
 4. Complete Physical Performance Tests (held locally)
 5. Complete ELDT Pre-Service Training
 6. Obtain Standard Certificate (yellow card)

Indiana Department of Education

12

Class B or Class C Checklist
Passenger or School Bus

In-Vehicle/Engine Start

- ☐ air or hydraulic brake check
- ☐ parking & trailer brake check
- ☐ service brake check
- ☐ lighting indicators
- ☐ emergency equipment
- ☐ windshield & traffic monitoring devices
- ☐ wipers & washers
- ☐ heater & defroster
- ☐ horns

Passenger and School Bus Only

- ☐ passenger entry & exit
- ☐ emergency exits
- ☐ passenger seating
- ☐ passenger monitoring devices

School Bus Only

- ☐ student lights (front & back)
- ☐ stop arm(s) & safety arm
- ☐ first aid & body fluid kit

Lighting Operations Check

- ☐ all external lights

Front of Vehicle/Engine Area

- ☐ mirrors
- ☐ fluid levels
- ☐ fluid & air leaks
- ☐ starting systems

Steering Axis

- ☐ tire
- ☐ rim
- ☐ lug nuts
- ☐ springs/mounts & air bags & shocks
- ☐ brake lines or hoses & leaks
- ☐ brake contaminants

Side of Vehicle

- ☐ lenses & reflectors
- ☐ traffic monitoring devices
- ☐ battery
- ☐ fuel tank(s)/DEF tank
- ☐ frames

Rear of Vehicle

- ☐ lenses & reflectors

- Automatic failure if not performed correctly



You are only required to inspect the items on the CDL Vehicle Inspection checklist. You may use this checklist for your test and check off items as you have completed them. NO additional markings or writing may be placed on this list. You MUST name, point to and/or touch and fully explain what you are inspecting each safety-critical item for. If you do not do so, you will not get credit for the item(s).

13

Physical Examination

IC 20-27-8-4 School bus driver; physical examination certificate

Sec. 4. An individual who is or intends to become a school bus driver must obtain a physical examination certificate stating that the individual possesses the physical characteristics required by section 1(a)(7) of this chapter. The certificate shall be made by an individual who is registered in the Federal Motor Carrier Safety Administration's National Registry of Certified Medical Examiners after the certified medical examiner has conducted a physical examination of the school bus driver or prospective school bus driver. The school corporation shall determine how the certified medical examiner who is to conduct the physical examination is chosen and who must pay for the physical examination.

Page 14

Indiana Department of Education

14

U.S. Department of Transportation
Federal Motor Carrier Safety Administration
National Registry of Certified Medical Examiners

CONTACT US | SITE INDEX | FMCSA | FMCSA PORTAL | DOT.GOV

HOME | MEDICAL EXAMINERS & ASSISTANTS | DRIVERS & CARRIERS | TESTING & TRAINING ORGS | RULES & REGS | LOGIN

NATIONAL REGISTRY
OF CERTIFIED MEDICAL EXAMINERS
nationalregistry.fmcsa.dot.gov

Welcome

The National Registry of Certified Medical Examiners (National Registry) is a new Federal Motor Carrier Safety Administration (FMCSA) program. All commercial drivers whose current medical certificate expires on or after May 21, 2014, at expiration of that certificate must be examined by a medical professional listed on the National Registry of Certified Medical Examiners. Only medical examiners that have completed training and successfully passed a test on FMCSA's physical qualification standards will be listed on the National Registry.

[Learn More](#)

Drivers & Carriers

Search for a Medical Examiner

City State

Medical Examiners

[Register to Become Certified](#)

[Find a Testing Organization](#)

[Read or Register Your Organization](#)

15

16

CDL Physical

(B1.5.10)

- To get your permit you must present, a Medical Examination Report (MER) and Medical Examiner's Certificate (MEC).
- The BMV only accepts the MER and MEC if completed by a medical examiner certified by the FMCSA National Registry of Certified Medical Examiners

[illegible][illegible][illegible][illegible]

Comparison of Occupation and Licensing Medical Exam and Certificate

Occupation (school bus driver) medical	Licensing (CDL) medical
Indiana General Assembly created in the 1920's	CDL came into existence in 1992
State required medical exam due to job	Federally required license to drive a vehicle with a capacity > 15
Valid for 2 years	Valid for 2 years
Exam - Certified Medical Examiner	Exam - Certified Medical Examiner
Minimum 80% depth perception	No depth perception requirement
Field-of-view minimum of 150 degrees	Field-of-view minimum of 140 degrees
Driver must be free of communicable disease spread by airborne or droplet means	No freedom from communicable disease requirement
IC 20-27-8-1 (7) A-E	FMCSA regulation
Not required to be in possession	Not required to be in possession

18

FMCSA Clearinghouse

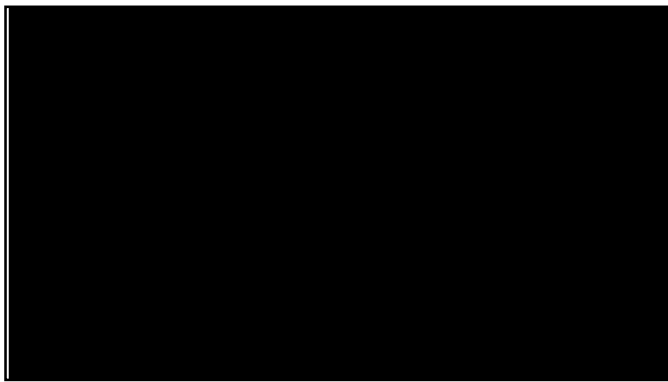
The **Clearinghouse** is a secure online database that gives employers, the Federal Motor Carriers Safety Administration (FMCSA), State Driver Licensing Agencies (SDLAs), and State law enforcement personnel real-time information about commercial driver's license (CDL) and commercial learner's permit (CLP) holders' drug and alcohol program violations.

The Clearinghouse opened for registration on 6 January, 2020

Indiana Department of Education



19



20

Post accident drug testing, who's tested?

Type of Accident	Citation issued to the CMV driver?	Test must be performed by employer!
Human fatality	Yes	Yes
Human fatality	No	Yes
Bodily injury with immediate medical treatment away from the scene	Yes	Yes
Bodily injury with immediate medical treatment away from the scene	No	No
Disabling damage to any motor vehicle requiring tow away	Yes	Yes
Disabling damage to any motor vehicle requiring tow away	No	No

21



22

School Bus Driver Certification

Maintaining Certification (yellow card)

Annually

1. Complete Annual Safety Meeting

A. Online

B. Group View

Every Two Years

1. Renew Physicals (done every two years maximum)

A. CDL Physical (may be sooner depending on medical issues)

B. Title 20 Physical Fitness Certificate (held locally)

2. Renew Physical Performance Tests (held locally)

Every Four Years

1. Renew CDL License (done every four years)

Indiana Department of Education

23

School Bus Driver Certificates



Certificate of Enrollment

Valid for 1 year

Authority To Transport Passengers

Must Be In Drivers Possession

Driver Trainer IS A Passenger

Standard

Expire December 31 Each Year

Completion of Training Requirements

Authority To Transport Passengers

Must Be In Drivers Possession



Indiana Department of Education

24

Physical Performance Test – Every Two Years

IC 20-27-3-4 Powers; bus driver performance standards; certificate of inspection

Sec. 4. (a) The committee has the following powers:

(b) The committee shall adopt rules under IC 4-22-2 to set performance standards and measurements for determining the physical ability necessary for an individual to be a school bus driver.

Page 5/6

Indiana Department of Education

25

Physical Performance Test Standards

Rule 8. School Bus Driver Physical Performance Standards and Measurements

575 IAC 1-8-1 Exiting the bus

Sec. 1. (a) Driver shall demonstrate the ability to exit the bus from a seat belted position in the driver's seat and exiting from the rearmost emergency door.

(b) The measurement is pass/fail.

575 IAC 1-8-2 Quick reaction time between accelerator and service brake

Sec. 2. (a) Driver shall demonstrate quick reaction time between accelerator and service brake.

(b) In a seat belted position, driver shall with the right foot, alternately depress the accelerator and service brake ten (10) times in ten (10) seconds or less.

Indiana Department of Education

26

Physical Performance Test Standards

575 IAC 1-8-3 Climbing and descending bus service door steps

Sec. 3. (a) Driver shall demonstrate the ability to climb and descend the bus service door steps in a forward facing position two (2) times without stopping.

(b) The measurement is pass/fail.

575 IAC 1-8-4 Opening and closing bus service door

Sec. 4. (a) Driver shall demonstrate the ability to open and close the bus service door two (2) times without stopping from a seat belted position.

(b) The measurement is pass/fail.

Indiana Department of Education

27

Physical Performance Test Standards

575 IAC 1-8-5 Operating hand controls or steering wheel

Sec. 5. (a) Driver shall demonstrate the ability to operate one (1) hand control on each side of the steering wheel while the bus is in a safe forward motion.

(b) The measurement is pass/fail.

Indiana Department of Education

28

Pre-service Class

IC 20-27-8-10 Pre-service school bus driver safety experience and education requirements

Sec. 10. (a) An individual who does not have at least thirty (30) days experience in driving a school bus during the three (3) year period immediately preceding the effective date of the individual's assignment as a school bus driver for a public or nonpublic school that is accredited by the state board within Indiana shall satisfactorily complete a pre-service school bus driver safety education training course. The course may not exceed forty (40) hours.

(b) Course attendance must be completed:

(1) before the assignment of an individual required to take the course as a school bus driver; or

(2) if immediate assignment is necessary, upon the completion of the next scheduled course following the assignment.

(c) The state superintendent shall provide instructors, adequate meeting facilities, registration forms, a uniform course of instruction, and all other necessary materials for the pre-service school bus driver safety education meetings.

Page 15

Indiana Department of Education

29

30

Observation and Driving Certification

Obtaining a Standard Certificate

A trainee must complete the preservice class, the on-bus observation, and behind-the-wheel operation hours to receive a Standard Certificate.

The observation and behind-the-wheel operation requirements are four (4) and eight (8) hours respectively. The hours must be supervised by an Indiana certified school bus driver and documented in any manner selected by the school corporation or employer. The observation and behind-the-wheel hours must be submitted electronically in DOE Online by the school corporation or employer not later than the one year anniversary of the trainee's attendance at the preservice class.

Indiana Department of Education

31

Certification of Observation/Driving Qualifications					
Driver Information					
Driver Name:	DOE, JOHNNY	Current Certification Type:	E		
Current Certification Issue Date:	11/16/2021	Current Certification Expiration Date:	11/16/2022		
Observation/Driving Hours					
Please enter observation/driving information.					
<ul style="list-style-type: none"> A minimum of four (4) hours of on-bus observation time is required A minimum of eight (8) hours of on-bus operation time is required All driving hours must have occurred when the driver had a valid certificate Hour values will be rounded down to the nearest quarter hour (.25, .50, .75, 1.00) The supervising driver must have a valid standard certificate 					
Date (mm/dd/yyyy)	Type	Hours	Activity	Students On-Board	Supervising Driver (Enter last 4 digits of SSN)
11/16/2021	Observation	1.00	Route	Yes	WHITE, REGINALD (0017) Change
11/17/2021	Observation	2.00	Route	Yes	WHITE, REGINALD (0017) Change
11/18/2021	Observation	3.00	Field Trip	Yes	WHITE, REGINALD (0017) Change
11/29/2021	Driving	1.00	Trainer and Trainee	No	WHITE, REGINALD (0017) Change
12/01/2021	Driving	2.00	Trainer and Trainee	No	WHITE, REGINALD (0017) Change
12/02/2021	Driving	2.00	Trainer and Trainee	No	WHITE, REGINALD (0017) Change
12/04/2021	Driving	1.00	Trainer and Trainee	No	WHITE, REGINALD (0017) Change
12/07/2021	Driving	3.00	Trainer and Trainee	No	WHITE, REGINALD (0017) Change
12/08/2021	Driving	2.00	Trainer and Trainee	No	WHITE, REGINALD (0017) Change
	Select		Select	No	
	Select		Select	No	
Observation Hour Total: 0.00					
Driving Hour Total: 11.00					

32

Yellow Card Revocation

IC 20-27-8-15 School bus driver training certification

Sec. 15. (a) The driver of a school bus for a public or nonpublic

School that is accredited by the state board shall have in the school bus driver's possession, while transporting passengers, a certificate that states the school bus driver has:

(1) enrolled in or completed a course in school bus driver safety education as required under sections 9 and 10 of this chapter; or

(2) operated a school bus at least thirty (30) days during the three (3) year period preceding the effective date of the school bus driver's employment.

(b) A certificate of enrollment in or completion of the course or courses in school bus driver safety education shall be prescribed by the committee and completed by the designated representative of the committee.

(c) A driver of a school bus who fails to complete the school bus driver safety education course or courses, as required, shall be reported by the person who conducted the course to the committee and to the school corporation where the school bus driver is employed or under contract.

(d) A driver of a school bus who fails to complete the school bus driver safety education course or courses, as required, may not drive a school bus within Indiana while transporting a student.

Indiana Department of Education

33

Yellow card revocation (cont.)

- (e) The department may at any time order the revocation of a driver's certificate of completion of the school bus driver safety education training due to:
- (1) fraudulent completion of the annual safety meeting or workshop required under section 9 of this chapter;
 - or
 - (2) circumstances endangering the safe transportation of students, including the following:
 - (A) Permanent revocation for a:
 - (i) conviction for a felony or for a Class A misdemeanor that endangers the safety or safe transportation of a student; or
 - (ii) positive drug or alcohol test result that does not fall under the return to duty policy of the employing school corporation.
 - (B) A two (2) year revocation for a conviction for a Class B misdemeanor that endangers the safety or safe transportation of a student.
 - (C) A one (1) year revocation for a:
 - (i) conviction for a Class C misdemeanor; or
 - (ii) judgment for a Class A infraction; that endangers the safety or safe transportation of a student.
 - (D) A six (6) month revocation for a judgment for a Class B or Class C infraction that endangers the safety or safe transportation of a student.

Page 16

Indiana Department of Education



34

Driver and Monitor General Requirements

IC 20-27-8-1 School bus drivers and monitors; standards

Sec. 1. (a) An individual may not drive a school bus for the transportation of students or be employed as a school bus monitor unless the individual satisfies the following requirements:

- (1) Is of good moral character.
- (2) Does not use intoxicating liquor during school hours.
- (3) Does not use intoxicating liquor to excess at any time.
- (4) Is not addicted to any narcotic drug.
- (5) Is at least:
 - (A) twenty-one (21) years of age for driving a school bus; or
 - (B) eighteen (18) years of age for employment as a school bus monitor.
- (6) In the case of a school bus driver, holds a valid public passenger chauffeur's license or commercial driver's license issued by the state or any other state.

Indiana Department of Education



35

Driver & Monitor Requirements (continued)

- (7) Possesses the following required physical characteristics:
 - (A) Sufficient physical ability to be a school bus driver, as determined by the committee.
 - (B) The full normal use of both hands, both arms, both feet, both legs, both eyes, and both ears.
 - (C) Freedom from any communicable disease that:
 - (i) may be transmitted through airborne or droplet means; or
 - (ii) requires isolation of the infected person under 410 IAC 1-2.3.
 - (D) Freedom from any mental, nervous, organic, or functional disease that might impair the person's ability to properly operate a school bus.
 - (E) This clause does not apply to a school bus monitor. Visual acuity, with or without glasses, equal to the vision requirements under 49 CFR 391.41 and a field of vision with one hundred fifty (150) degree minimum and with depth perception of at least eighty percent (80%) or forty-eight (48) seconds of arc or less angle of stereopsis.
- (b) This subsection applies to a school bus monitor. Notwithstanding subsection (a)(5)(B), a school corporation or school bus driver may not employ an individual who is less than twenty-one (21) years of age as a school bus monitor unless the school corporation or school bus driver does not receive a sufficient number of qualified applicants for employment as a school bus monitor who are at least twenty-one (21) years of age. A school corporation or school bus driver shall maintain a record of applicants, their ages, and their qualifications to show compliance with this subsection.

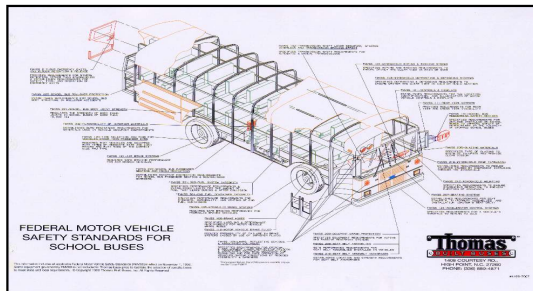
Page 14

Indiana Department of Education



36

School Bus Construction



Indiana Department of Education

37

School Bus



Indiana Department of Education

38

School Bus

IC 20-27-2-8 "School bus"

Sec. 8. "School bus" means a motor vehicle, other than a special purpose bus, that is:
 (1) designed and constructed for the accommodation of more than ten (10) passengers;
 and
 (2) used for the transportation of Indiana students.
 The term includes the chassis or the body, or both.

Page 4

IC 20-27-3-7 Standards of construction and equipment

Sec. 7. (a) A school bus or special purpose bus sold or delivered in Indiana must meet the standards of construction and equipment set forth in the rules of the committee.
 (b) A school bus may not be originally licensed in Indiana until the school bus has been inspected by the state police department and found to comply with these standards.

Page 6

Indiana Department of Education

39

Special Purpose Bus

IC 20-27-2-10 "Special purpose bus"

Sec. 10. "Special purpose bus" means a motor vehicle:

- (1) that is designed and constructed for the accommodation of more than ten (10) passengers;
- (2) that:
 - (A) meets the federal school bus safety requirements under 49 U.S.C. 30125 except the:
 - (i) stop signal arm required under federal motor vehicle safety standard (FMVSS) no. 131;
 - and
 - (ii) flashing lamps required under federal motor vehicle safety standard (FMVSS) no. 108;
 - (B) when owned by a school corporation and used to transport students, complies with the Federal Motor Carrier Safety Regulations as prescribed by the United States Department of Transportation Federal Motor Carrier Safety Administration as set forth in 49 CFR Chapter III Subchapter B; or
 - (C) when owned by a school corporation and used to transport students, is a motor coach type bus; and
 - (3) that is used by a school corporation for transportation purposes appropriate under IC 20-27-9-5.

Can retain the stop arm and flashing lights if they are not operational.

Page 4/5

Indiana Department of Education



40

Special Purpose Bus



Indiana Department of Education



41

Special Purpose Bus - Use

IC 20-27-9-5 Use of special purpose bus

Sec. 5. (a) A special purpose bus or an appropriate vehicle may be used:

- (1) by a school corporation to provide regular transportation of a student between one (1) school and another school or between the student's residence and the school;
 - (2) to transport students and their supervisors, including coaches, managers, and sponsors to athletic or other extracurricular school activities and field trips;
 - (3) by a school corporation to provide transportation between an individual's residence and the school for an individual enrolled in a special program for the habilitation or rehabilitation of persons with a developmental or physical disability, and, if applicable, the individual's sibling;
 - (4) to transport homeless students under IC 20-27-12;
 - (5) by a school corporation to provide regular transportation of an individual described in section 4 or 7 of this chapter between the individual's residence and the school; and
 - (6) to transport students to career and technical education programs under IC 20-27-12.1.
- (b) The mileage limitation of section 3 of this chapter does not apply to special purpose buses.

Page 17

Indiana Department of Education



42

Special Purpose Bus - Driver

(c) The operator of a special purpose bus or appropriate vehicle must be at least twenty-one (21) years of age, be authorized by the school corporation, pass an expanded criminal history check and expanded child protection index check as provided under IC 20-26-5-10, and meet the following requirements:

(1) Except as provided in subdivision (2)(B) and in addition to the license required under this subdivision, if the special purpose bus has a capacity of less than sixteen (16) passengers, the operator must hold a valid:

- (A) operator's;
- (B) chauffeur's;
- (C) public passenger chauffeur's; or
- (D) commercial driver's;

license.

(2) If the special purpose bus:

- (A) has a capacity of more than fifteen (15) passengers; or
- (B) is used to provide transportation to an individual described in subsection (a)(3) or (a)(5);

the operator must meet the requirements for a school bus driver set out in IC 20-27-8.

(d) A special purpose bus is not required to be constructed, equipped, or painted as specified for school buses under this article or by the rules of the committee.

(e) An owner or operator of a special purpose bus, other than a special purpose bus owned or operated by a school corporation or a nonpublic school, is subject to IC 8-2-1.

Page 17

Indiana Department of Education



43

Appropriate Vehicle

IC 20-18-2-1.7 "Appropriate vehicle"

Sec. 1.7. (a) "Appropriate vehicle" means a vehicle that:

- (1) is owned by a school corporation or contracted for by the school corporation; and
 - (2) has a seating capacity of not more than fifteen (15) passengers, including the driver.
- (b) The term includes a car, truck, sport utility vehicle, minivan, or van.

Page 3

Indiana Department of Education



44

Inappropriate Use



Indiana Department of Education



45

Student Definition

IC 20-27-2-11 "Student"

Sec. 11. "Student" means a child enrolled in a public or nonpublic school at any grade between kindergarten and grade 12.



Page 5

Indiana Department of Education

46

Special Needs Student

IC 20-27-9-7 Developmentally disabled persons

Sec. 7. (a) As used in this section, "developmentally disabled person" means a person who has a developmental disability (as defined in IC 12-7-2-61).

(b) A special education cooperative operating under IC 36-1-7, IC 20-35-5, or IC 20-26-10 or a school corporation may enter into an agreement with a state supported agency serving developmentally disabled persons in which a school bus or special purpose bus used by the special education cooperative or school corporation may be used to transport developmentally disabled persons who:

- (1) are at least two (2) years of age; and
- (2) live within the boundaries of the special education cooperative or school corporation; to and from programs for the developmentally disabled.

(c) An increased cost of transportation for developmentally disabled persons not reimbursed under IC 21-3-3.1 shall be borne by the persons transported or the state supported agency serving the developmentally disabled. However, a developmentally disabled person may not be required to pay for transportation provided under this section if the required payment is contrary to law.

Page 18

Indiana Department of Education

47

Preschool Transportation

IC 20-27-9-4 Transportation; chaperones

Sec. 4. (a) The governing body of a school corporation may, by written authorization, allow the use of a school bus for transportation:

- (1) of preschool children who attend preschool offered by the school corporation or under a contract entered into by the school corporation to and from the preschool facility site; and
 - (2) subject to the geographic and residency requirements set forth in section 3(b) of this chapter, of preschool children and necessary adult chaperones to and from an educational or recreational activity approved or sponsored by the governing body for the preschool children.
- (b) The number and qualifications of adult chaperones under subsection (a)(2) may be determined by the governing body.

Page 17

Indiana Department of Education

48

Governing Body

IC 20-18-2-5 "Governing body"

Sec. 5. "Governing body" means:

- (1) a board of school commissioners;
- (2) a metropolitan board of education;
- (3) a board of trustees; or

any other board or commission charged by law with the responsibility of administering the affairs of a school corporation; or

- (4) any other board or commission charged by law with the responsibility of administering the affairs of a school corporation.

Page 3

Indiana Department of Education



49

School Types

IC 20-18-2-12 "Nonpublic school"

Sec. 12. (a) "Nonpublic school" means a school that is not maintained by a school corporation.

(b) The term includes a private school or parochial school.

IC 20-18-2-15 "Public school"

Sec. 15. "Public school" means a school maintained by a school corporation.

Page 3

Indiana Department of Education



50

School Bus – School Activities

IC 20-27-9-3 School and other activities

Sec. 3. (a) The governing body of a school corporation may allow, by written authorization, the use of a school bus for transportation of eligible students and necessary adult chaperones or of adults to and from an activity that is sponsored, controlled, supervised, or participated in by the governing body. The number and qualifications of adult chaperones under this section may be determined by the governing body.

(b) The governing body may allow, by written authorization, the use of a school bus for transportation of students and necessary adult chaperones to and from an educational or recreational activity approved or sponsored by a political subdivision if:

- (1) the transportation originates from a place within the geographical limits of the school corporation served by the affected bus;
- (2) the persons transported are Indiana residents; and
- (3) the trip does not involve more than two hundred (200) miles of travel out of state.

Page 17

Indiana Department of Education



51

School Bus – Other Uses

IC 20-27-9-2 Persons 65 years of age or older
 IC 20-27-9-4 Transportation; chaperones
 IC 20-27-9-6 Groups and organizations
 IC 20-27-9-8 Employee meetings
 IC 20-27-9-10 Agricultural workers
 IC 20-27-9-11 Day care centers; developmentally and physically disabled persons
 IC 20-27-9-12.5 Use of vehicle other than school bus under contract before July 1, 2001
 IC 20-27-9-13 Travel for repair and maintenance

Pages 17 - 20

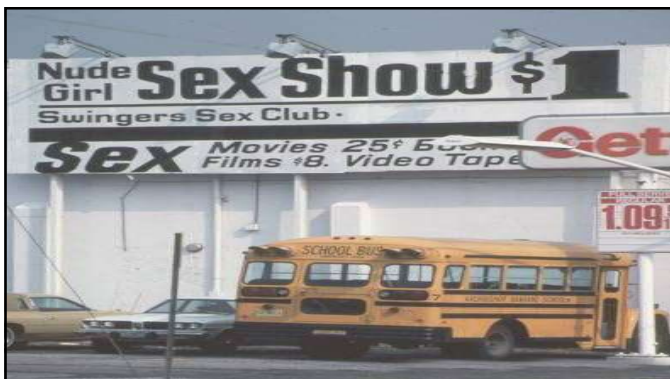
Indiana Department of Education



52



53



54



55

School District Name on Bus

IC 20-27-3-5 Rules; display of school district name on bus

Sec. 5. (a) The committee shall adopt and enforce rules under IC 4-22-2 to require that each new school bus operated by or on behalf of a school corporation bear the name of the school district on the back of the school bus in black letters.

...

Required on all buses built after January 2016.

Page 6

Indiana Department of Education



56

School Transportation

IC 20-27-5-2 Authority to provide transportation

Sec. 2. The governing body of a school corporation may provide transportation for students to and from school.

Page 8

IC 20-27-5-3 Transportation responsibilities

Sec. 3. If a school corporation provides transportation for students, the governing body of the school corporation is responsible for obtaining the necessary school buses and school bus drivers.

Page 8

Indiana Department of Education



57

Termination of Transportation

IC 20-27-13-2 Applicability

Sec. 2. this chapter applies to a school corporation that carried out a general program in at least one (1) school year beginning after June 30, 2010, to provide transportation to and from school for eligible students.

IC 20-27-13-3 Program to provide transportation required under certain circumstances
Sec. 3. Except as provided in section 7 of this chapter, a school corporation described in section 2 of this chapter shall carry out a program to provide transportation to and from school for all eligible students in any part of a school year beginning after June 30, 2012, unless the governing body of the school corporation:

- (1) approves the termination of the transportation program; and
 - (2) provides public notice of the date after which the transportation will no longer be provided under the transportation program;
- at least one (1) year before the date after which the transportation will no longer be provided under the transportation program.

Page 22/23

Indiana Department of Education



58

Termination of Transportation

IC 20-27-13-4 Minimum distance

Walk zones permitted

IC 20-27-13-5 Transportation to and from school

To and from school only!

IC 20-27-13-7 Petition for waiver

IC 20-27-13-8 Public hearing on waiver petition

Page 22/23

Indiana Department of Education



59

Transportation – Nonpublic Students

IC 20-27-11-1 Transportation of rural nonpublic school student

Sec. 1. (a) If a student who attends:

- (1) a nonpublic school located in a school corporation; or
- (2) a charter school located in a rural corporation; resides on or along the highway constituting the regular route of a public school bus, the governing body of the school corporation shall provide transportation for the nonpublic school student or charter school student on the school bus.

(b) The transportation provided under this section must be from the home of the nonpublic or charter school student or from a point on the regular route nearest or most easily accessible to the home of the nonpublic or charter school student to and from the nonpublic school or charter school or to and from the point on the regular route that is nearest or most easily accessible to the nonpublic school or charter school.

Page 20/21

Indiana Department of Education



60

Homeless/Foster Student Transportation

IC 20-27-12-1 Original school corporation

Sec. 1. As used in this chapter, "original school corporation" refers to a school corporation in which a homeless student's school of origin is located.

IC 20-27-12-2 School of Origin

Sec. 2. As used in this chapter, "school of origin" means the school:
(1) that a homeless student attended when the student last had a permanent residence; or
(2) in which the homeless student was last enrolled.

IC 20-27-12-3 Transitional School Corporation

Sec. 3. As used in this chapter, "transitional school corporation" refers to a school corporation in which a homeless student temporarily stays.

Page 21/22

Indiana Department of Education



61

Trespassing – School Bus

IC 35-43-2-2 Criminal trespass; denial of entry; permission to enter; exceptions

Sec. 2. (a) As used in this section, "authorized person" means a person authorized by an agricultural operation to act on behalf of the agricultural operation.

(b) A person who: ... commits criminal trespass, ... However, the offense is a Level 6 felony if it is committed ... on school property, or on a school bus or the person has a prior unrelated conviction for an offense under this section concerning the same property.

Page 30

Indiana Department of Education



62

Loading convenience

IC 20-27-10-1 Loading conveniences

Sec. 1. To promote safety in school bus operations, school corporations shall cooperate with the civil divisions of local and state government to provide necessary loading and unloading conveniences as an accessory to public streets and highways. The cost of providing these conveniences shall be paid by the civil divisions of government.

Page 20

Indiana Department of Education



63

Basic Operations

B1.1



64

Class B CDL, Passenger & School Bus Orientation

Commercial Driver's License (CDL)

COMMERCIAL MOTOR VEHICLE GROUPS

<p>Group A (Combination Vehicle) Any combination of vehicles with a gross combination weight rating (GCWR) of 26,001 pounds or more, provided the gross vehicle weight rating (GVWR) of the vehicle(s) being towed is in excess of 10,000 pounds.</p>	<p>Group B (Heavy Straight Vehicle) Any single vehicle with a GVWR of 26,001 pounds or more, or any such vehicle towing a vehicle not in excess of 10,000 pounds GVWR.</p>	<p>Group C (Small Vehicle) Any single vehicle, or combination of vehicles, that meets neither the definition of Group A nor Group B, but is designed to transport 16 or more passengers including the driver, or is used in the transportation of materials found to be hazardous which require the motor vehicle to be placarded. This includes any quantity of chemical or biological material or agent posing a threat to national security, including toxins.</p>
--	---	--

65

Type A School Bus



- Entrance door behind front wheels
- Type A1 10,000lbs or less
- Constructed utilizing a stripped chassis
- Height: 9.1 feet
- Width: 93 inches
- Length: 13 - 17.5 feet
- Wheelbase: 138 inches
- Turning radius: 25 feet

Indiana Department of Education

66

Type B School Bus



- Entrance door behind front wheels
- Greater than 10,000lbs
- Constructed utilizing a stripped chassis
- Weight: 10,000 - 26,500lbs
- Height: 10.3 feet
- Width: 93 inches
- Length: 10.8 - 21.7 feet
- Wheelbase: 138 - 254 inches
- Turn radius: 20.3 to 39.1 feet

Indiana Department of Education

67

Type C School Bus (Conventional)



- Utilizes a chassis with a hood and front fender assembly
- Entrance door is behind the front wheels
- Weight: 18,000 - 35,000lbs
- Height: 9.9-10.4 feet
- Width: 93-96 inches
- Length: 20.9-38.9 feet
- Wheelbase: 149.6 - 276 inches
- Turn radius: 21.3 - 34.2 feet

Indiana Department of Education

68

Type D School Bus (Transit)



- Constructed utilizing a stripped chassis
- Entrance door is ahead of the front wheels
- Weight: 27,800 - 37,000lbs
- Height: 9.9 - 10.4 feet
- Width: 93 - 96 inches
- Length: 27.3 - 39.11 feet
- Wheelbase: 136 - 276 inches
- Turning radius: 21.3 - 34.2 feet

Indiana Department of Education

69

School Bus Driver

IC 20-27-2-9 "School bus driver"

Sec. 9. "School bus driver" means an individual charged with the responsibility of operating a school bus.



Indiana Department of Education

70

Keys to Successful Driving

Operational skills:

Drivers must have the skill needed to safely operate the school bus. Common sense, and situational awareness

Visual Awareness:

You must be aware of vehicle capabilities, limitations, dimensions of your bus, and understand its operation



Indiana Department of Education

71

Control Systems and Dashboard

B1.1.2



72

Class B or Class C Checklist for Passenger or School Bus

Visual Inspection Only

- 1 parking & transfer indicator
- 2 parking & transfer indicator
- 3 lighting system
- 4 lighting system
- 5 lighting system
- 6 lighting system
- 7 lighting system
- 8 lighting system
- 9 lighting system
- 10 lighting system
- 11 lighting system
- 12 lighting system
- 13 lighting system
- 14 lighting system
- 15 lighting system
- 16 lighting system
- 17 lighting system
- 18 lighting system
- 19 lighting system
- 20 lighting system
- 21 lighting system
- 22 lighting system
- 23 lighting system
- 24 lighting system
- 25 lighting system
- 26 lighting system
- 27 lighting system
- 28 lighting system
- 29 lighting system
- 30 lighting system
- 31 lighting system
- 32 lighting system
- 33 lighting system
- 34 lighting system
- 35 lighting system
- 36 lighting system
- 37 lighting system
- 38 lighting system
- 39 lighting system
- 40 lighting system
- 41 lighting system
- 42 lighting system
- 43 lighting system
- 44 lighting system
- 45 lighting system
- 46 lighting system
- 47 lighting system
- 48 lighting system
- 49 lighting system
- 50 lighting system
- 51 lighting system
- 52 lighting system
- 53 lighting system
- 54 lighting system
- 55 lighting system
- 56 lighting system
- 57 lighting system
- 58 lighting system
- 59 lighting system
- 60 lighting system
- 61 lighting system
- 62 lighting system
- 63 lighting system
- 64 lighting system
- 65 lighting system
- 66 lighting system
- 67 lighting system
- 68 lighting system
- 69 lighting system
- 70 lighting system
- 71 lighting system
- 72 lighting system
- 73 lighting system
- 74 lighting system
- 75 lighting system
- 76 lighting system
- 77 lighting system
- 78 lighting system
- 79 lighting system
- 80 lighting system
- 81 lighting system
- 82 lighting system
- 83 lighting system
- 84 lighting system
- 85 lighting system
- 86 lighting system
- 87 lighting system
- 88 lighting system
- 89 lighting system
- 90 lighting system
- 91 lighting system
- 92 lighting system
- 93 lighting system
- 94 lighting system
- 95 lighting system
- 96 lighting system
- 97 lighting system
- 98 lighting system
- 99 lighting system
- 100 lighting system

Engine and Drivetrain Tests Only

- 1 engine start
- 2 engine start
- 3 engine start
- 4 engine start
- 5 engine start
- 6 engine start
- 7 engine start
- 8 engine start
- 9 engine start
- 10 engine start
- 11 engine start
- 12 engine start
- 13 engine start
- 14 engine start
- 15 engine start
- 16 engine start
- 17 engine start
- 18 engine start
- 19 engine start
- 20 engine start
- 21 engine start
- 22 engine start
- 23 engine start
- 24 engine start
- 25 engine start
- 26 engine start
- 27 engine start
- 28 engine start
- 29 engine start
- 30 engine start
- 31 engine start
- 32 engine start
- 33 engine start
- 34 engine start
- 35 engine start
- 36 engine start
- 37 engine start
- 38 engine start
- 39 engine start
- 40 engine start
- 41 engine start
- 42 engine start
- 43 engine start
- 44 engine start
- 45 engine start
- 46 engine start
- 47 engine start
- 48 engine start
- 49 engine start
- 50 engine start
- 51 engine start
- 52 engine start
- 53 engine start
- 54 engine start
- 55 engine start
- 56 engine start
- 57 engine start
- 58 engine start
- 59 engine start
- 60 engine start
- 61 engine start
- 62 engine start
- 63 engine start
- 64 engine start
- 65 engine start
- 66 engine start
- 67 engine start
- 68 engine start
- 69 engine start
- 70 engine start
- 71 engine start
- 72 engine start
- 73 engine start
- 74 engine start
- 75 engine start
- 76 engine start
- 77 engine start
- 78 engine start
- 79 engine start
- 80 engine start
- 81 engine start
- 82 engine start
- 83 engine start
- 84 engine start
- 85 engine start
- 86 engine start
- 87 engine start
- 88 engine start
- 89 engine start
- 90 engine start
- 91 engine start
- 92 engine start
- 93 engine start
- 94 engine start
- 95 engine start
- 96 engine start
- 97 engine start
- 98 engine start
- 99 engine start
- 100 engine start

Brake and Steering Tests Only

- 1 brake test
- 2 brake test
- 3 brake test
- 4 brake test
- 5 brake test
- 6 brake test
- 7 brake test
- 8 brake test
- 9 brake test
- 10 brake test
- 11 brake test
- 12 brake test
- 13 brake test
- 14 brake test
- 15 brake test
- 16 brake test
- 17 brake test
- 18 brake test
- 19 brake test
- 20 brake test
- 21 brake test
- 22 brake test
- 23 brake test
- 24 brake test
- 25 brake test
- 26 brake test
- 27 brake test
- 28 brake test
- 29 brake test
- 30 brake test
- 31 brake test
- 32 brake test
- 33 brake test
- 34 brake test
- 35 brake test
- 36 brake test
- 37 brake test
- 38 brake test
- 39 brake test
- 40 brake test
- 41 brake test
- 42 brake test
- 43 brake test
- 44 brake test
- 45 brake test
- 46 brake test
- 47 brake test
- 48 brake test
- 49 brake test
- 50 brake test
- 51 brake test
- 52 brake test
- 53 brake test
- 54 brake test
- 55 brake test
- 56 brake test
- 57 brake test
- 58 brake test
- 59 brake test
- 60 brake test
- 61 brake test
- 62 brake test
- 63 brake test
- 64 brake test
- 65 brake test
- 66 brake test
- 67 brake test
- 68 brake test
- 69 brake test
- 70 brake test
- 71 brake test
- 72 brake test
- 73 brake test
- 74 brake test
- 75 brake test
- 76 brake test
- 77 brake test
- 78 brake test
- 79 brake test
- 80 brake test
- 81 brake test
- 82 brake test
- 83 brake test
- 84 brake test
- 85 brake test
- 86 brake test
- 87 brake test
- 88 brake test
- 89 brake test
- 90 brake test
- 91 brake test
- 92 brake test
- 93 brake test
- 94 brake test
- 95 brake test
- 96 brake test
- 97 brake test
- 98 brake test
- 99 brake test
- 100 brake test

Lighting and Signaling Tests Only

- 1 lighting test
- 2 lighting test
- 3 lighting test
- 4 lighting test
- 5 lighting test
- 6 lighting test
- 7 lighting test
- 8 lighting test
- 9 lighting test
- 10 lighting test
- 11 lighting test
- 12 lighting test
- 13 lighting test
- 14 lighting test
- 15 lighting test
- 16 lighting test
- 17 lighting test
- 18 lighting test
- 19 lighting test
- 20 lighting test
- 21 lighting test
- 22 lighting test
- 23 lighting test
- 24 lighting test
- 25 lighting test
- 26 lighting test
- 27 lighting test
- 28 lighting test
- 29 lighting test
- 30 lighting test
- 31 lighting test
- 32 lighting test
- 33 lighting test
- 34 lighting test
- 35 lighting test
- 36 lighting test
- 37 lighting test
- 38 lighting test
- 39 lighting test
- 40 lighting test
- 41 lighting test
- 42 lighting test
- 43 lighting test
- 44 lighting test
- 45 lighting test
- 46 lighting test
- 47 lighting test
- 48 lighting test
- 49 lighting test
- 50 lighting test
- 51 lighting test
- 52 lighting test
- 53 lighting test
- 54 lighting test
- 55 lighting test
- 56 lighting test
- 57 lighting test
- 58 lighting test
- 59 lighting test
- 60 lighting test
- 61 lighting test
- 62 lighting test
- 63 lighting test
- 64 lighting test
- 65 lighting test
- 66 lighting test
- 67 lighting test
- 68 lighting test
- 69 lighting test
- 70 lighting test
- 71 lighting test
- 72 lighting test
- 73 lighting test
- 74 lighting test
- 75 lighting test
- 76 lighting test
- 77 lighting test
- 78 lighting test
- 79 lighting test
- 80 lighting test
- 81 lighting test
- 82 lighting test
- 83 lighting test
- 84 lighting test
- 85 lighting test
- 86 lighting test
- 87 lighting test
- 88 lighting test
- 89 lighting test
- 90 lighting test
- 91 lighting test
- 92 lighting test
- 93 lighting test

Indiana Department of Education

Post Trip Checks

- ☐ School Bus turned off
- ☐ Checked for students or items left behind
- ☐ All electrical systems off
- ☐ Bus cleaned
- ☐ Emptied trash can
- ☐ Closed all windows, hatches and doors
- ☐ Exterior has no leaks or damage
- ☐ Check for vandalism damage
- ☐ Check tires and lug nuts
- ☐ Make sure bus is plugged in
- ☐ Write up and report any discrepancies or damage to mechanics as soon as possible.

Indiana Department of Education

79

Basic Control B1.1.4



80

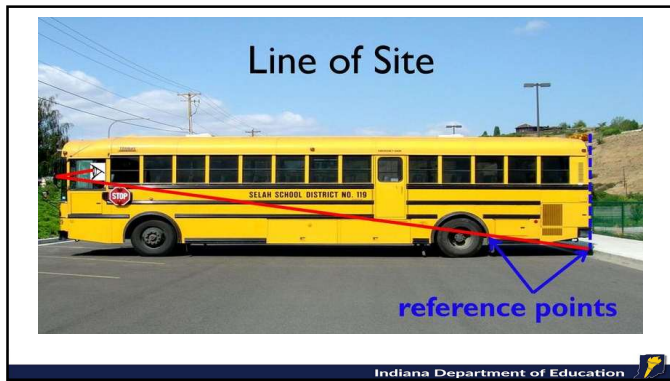
Reference points

DEFINITION

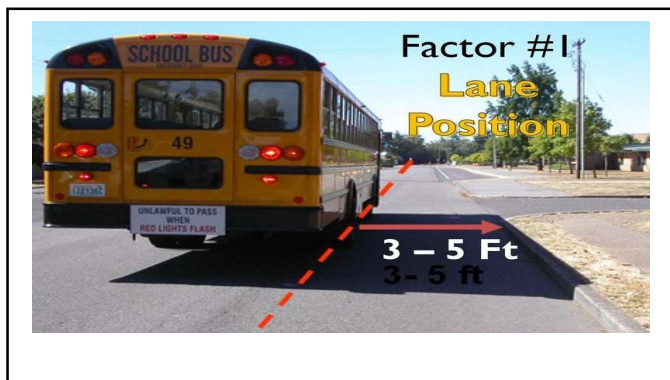
A reference point is established by **visually aligning two or more points**

Indiana Department of Education

81



82



83



84



85



86



87

Left Turns

1. Use the **centerline** of the road you are turning into and draw an imaginary yellow line that extends out and continues **across the intersection**.
2. Use the **center of the driver window** as your reference point on the bus.
3. Proceed straight ahead until the center of the window lines up with the **yellow line**. That's your left turning point.
4. Turn steering wheel **100% to the left** and hold it until the bus pivots around parallel to the lane.

Indiana Department of Education

88

Right Turns

Establish Reference Points

A point on the **door**, **edge of road way**, or **parked car/obstruction**



Indiana Department of Education

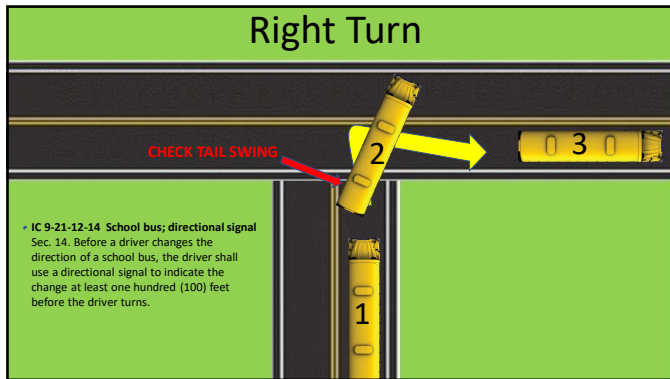
89

Right Turns

1. Drive straight ahead until reference point **on the bus**, aligns with the **edge of the roadway**.
2. When these points intersect **turn rapidly 100%** to the right.
3. Continue turn until the bus **pivots around parallel into the lane** you are entering.

Indiana Department of Education

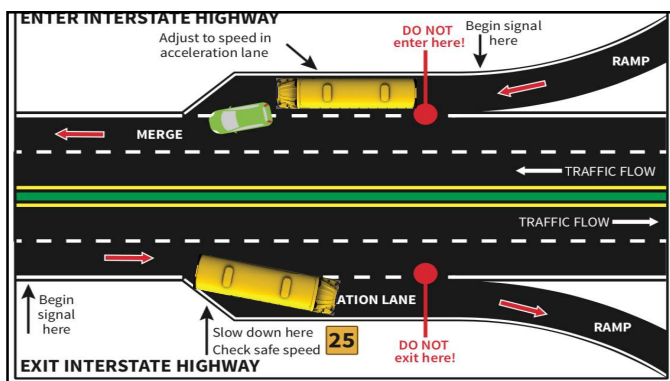
90



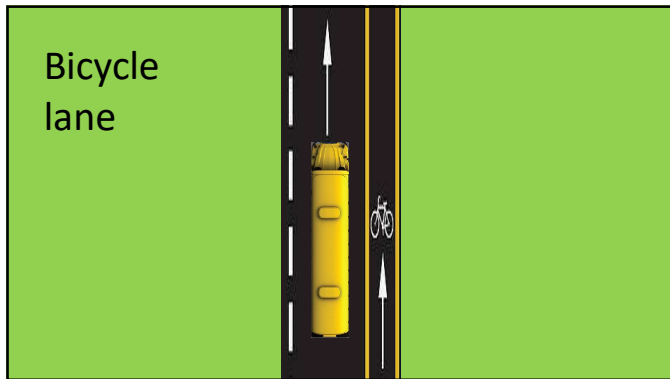
91



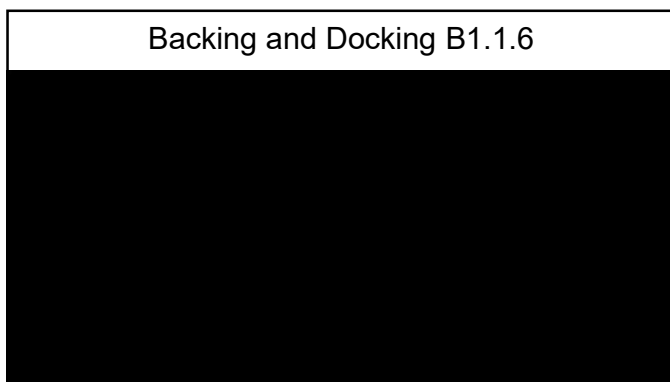
92



93



94



95



96

Visual Search B1.2.1

The Smith System

The Smith System is a commonly used method for many drivers. The Smith System was invented by [Harold Smith](#) in 1952 to increase safety of commercial drivers and revolves around employing five rules when operating a motor vehicle. These five rules can dramatically reduce the risk of major accidents on both highways and roads.

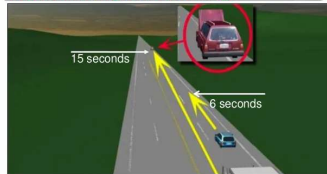
Indiana Department of Education

97

1. Aim High

The first rule for this method is “Aim high in steering”. Staying alert of the dangers and traffic ahead not only avoids rear-end collisions, but also alerts other drivers behind your vehicle to slow down. The driver should steer and focus their attention high, so as to view the road as whole and not just a few feet ahead.

Key 1. Aim High In Steering.



- An animal's eyesight is suited to its needs
- Average drivers use 3 to 6 seconds of eye lead time
- Expand your eye lead to a minimum of 15 seconds

Indiana Department of Education

98

2. Get the Big Picture

"Be aware of your surroundings at all times" may seem obvious to say, but distracted drivers are just as dangerous as intoxicated ones. Erratic and angry drivers take up a large portion of the traffic we see daily, so avoid major accidents by noticing how other drivers behave on the road. Having the whole picture means that you are doing your part to keep your vehicle as safe as possible while moving 1000 ft a second. There are a variety of hazards between your own vehicle and other drivers, and a keen awareness of these dangers will reduce these risks.



Indiana Department of Education

99

3. Keep Your Eyes Moving

The third standard of the Smith System asks drivers to remain alert. Energy drinks can only do so much before they cause the body to crash, and any repetitive motion sends us into a trance. Consistent eye movement prevents your body from entering the trance state, keeping you alert to every driving condition ahead of you.

Key 3. Keep Your Eyes Moving.



- Central vision is approximately 3° of clear visibility
- Peripheral vision is approximately 180° of visibility

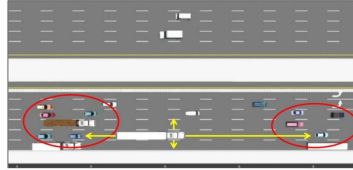
Indiana Department of Education

100

4. Leave Yourself an Out

The fourth principle of the Smith System states to leave yourself a way out. This means ensure that other drivers do not box you in while selecting their lanes. Do not tailgate other vehicles too closely, and always anticipate other drivers moves.

Key 4. Leave Yourself An Out.



- Avoid traveling in traffic clusters
- Surround yourself with space
- Anticipate the actions of others

Indiana Department of Education

101

5. Make Sure They See You

The worst thing a driver can do is assume. Assume other drivers can see them, assume other drivers are not dangerous, or even assume that they will just get to their destination safely. The final rule for the Smith System is "Make Sure You Are Seen". This rule prevents accidents by removing assumptions made behind the wheel. As a driver, make sure that other drivers can see you and anticipate your move. If you feel you are coming into another driver's blind spot, use the horn to get their attention.

Key 5. Make Sure They See You.



- Seek eye contact
- Use your warning devices
- Proper timing is essential

Indiana Department of Education

102

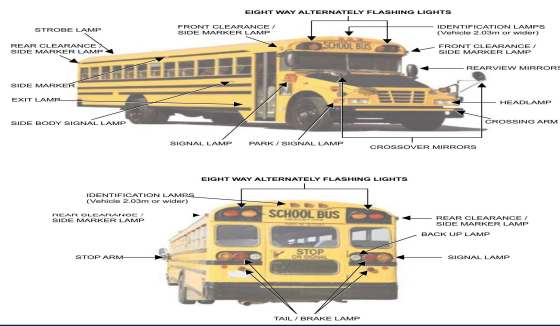
Quick Tips to Ensure Your Safety While Driving

- **Listen and stay alert:** Remain focused on the road at all times by not engaging in [distracted driving](#). Use your mirrors to view oncoming vehicles. [16%](#) of fatal crashes involve driver distraction.
- **Proceed with caution:** Pull to the right side of the road and do so swiftly, but cautiously when approached by emergency vehicles.
- **Resume entry slowly:** Use your turn signal! Slowly merge back onto the road or highway while checking your surroundings for others when re-entering roadways.
- Stay vigilant, prepared, and remember to be a proactive driver. As a motorist, it is our responsibility to operate vehicles safely and in a sensible manner.

Indiana Department of Education

103

Communication B1.2.2



Indiana Department of Education

104

Headlights

Indiana BMV: Drivers must use headlights between sunset and sunrise as well as at any other time in which visibility is less than 500 feet. When headlights are on, lower headlight beams must be used when approaching within 500 feet of an oncoming vehicle or when following within 200 feet of the rear of another vehicle.



Indiana Department of Education

105

Turn Signal

IC 9-21-12-14 School bus; directional signal

Sec. 14. Before a driver changes the direction of a school bus, the driver shall use a directional signal to indicate the change at least one hundred (100) feet before the driver turns.



Indiana Department of Education

106

School Bus Flashing Lights

IC 9-21-12-15 School bus; flashing lights

Sec. 15. (a) The driver of a school bus shall use flashing lights as prescribed by the state school bus committee to give adequate warning that the school bus is stopped or about to stop on the roadway or the private road to load or unload a student.

(b) A school bus driver who knowingly or intentionally violates subsection (a) commits a Class C misdemeanor.



Indiana Department of Education

107

School Bus Arm Signal Device

IC 9-21-12-13 School bus; arm signal device

Sec. 13. (a) Except:

(1) as provided in subsection (b); or
(2) when a school bus is stopped at an intersection or another place where traffic is controlled by a traffic control device or a police officer; whenever a school bus is stopped on a roadway or a private road to load or unload a student, the driver shall use an arm signal device, which must be extended while the bus is stopped.

(b) The governing body of a public school may authorize a school bus driver to load or unload a student at a location off the roadway that the governing body designates as a special school bus loading area. The driver is not required to extend the arm signal device when loading or unloading a student in the designated area.

(c) A school bus driver who knowingly or intentionally violates subsection (a) commits a Class C misdemeanor.



Indiana Department of Education

108

Hazard Lights

- When your vehicle becomes a hazard to others
- When pulled over to the side of the road
- Railroad crossings
- In an accident
- In Indiana when loading/unloading off the roadway (**we will cover in depth during bus stops**)



**Yellow hazard lights flashing –
proceed with caution.**

Indiana Department of Education

109

School Bus Running Lights

IC 9-21-12-15.5 School bus; daytime running lights

Sec. 15.5. Whenever a school bus is in operation and transporting passengers, the driver of a school bus shall have the daytime running lights illuminated at all times.



Indiana Department of Education

110

Distracted Driving B1.2.3

THE THREE TYPES OF DISTRACTED DRIVING AND HOW TO AVOID THEM

 VISUAL	 MANUAL	 COGNITIVE
 Keep your eyes on the road. Pull over to read directions. Put your phone in "Do Not Disturb" mode.	 Keep your phone out of reach. Make all adjustments before driving. Don't reach for items while driving.	 Avoid phone calls, even hands-free. Stay focused on the road. Keep your emotions in check.

Indiana Department of Education

111

Use of a Telecommunication Device

IC 9-21-8-59 Use of telecommunications device while operating a moving motor vehicle
 Sec. 59. (a) Except as provided in subsections (b) and (c), a person may not hold or use a telecommunications device while operating a moving motor vehicle.
 (b) A telecommunications device may be used in conjunction with hands free or voice operated technology.
 (c) A telecommunications device may be used or held to call 911 to report a bona fide emergency.
 (d) A police officer may not, without the consent of the person:
 (1) confiscate a telecommunications device for the purpose of determining compliance with this section;
 (2) confiscate a telecommunications device and retain it as evidence pending trial for a violation of this section; or
 (3) extract or otherwise download information from a telecommunications device for a violation of this section unless:
 (A) the police officer has probable cause to believe that the telecommunications device has been used in the commission of a crime;
 (B) the information is extracted or otherwise downloaded under a valid search warrant; or
 (C) otherwise authorized by law.
 (e) The bureau may not assess points under the point system for a violation of this section occurring before July 1, 2021.

IC 9-13-2-177.3 Telecommunications device
 Sec. 177.3 (a) ..
 (b) Term does not include:
 (1) amateur radio equip operated by a amateur radio operator licensed by the FCC
 (2) A system installed in a commercial motor vehicle weighing more than ten thousand (10,000) pounds.

Page 29

Indiana Department of Education

112

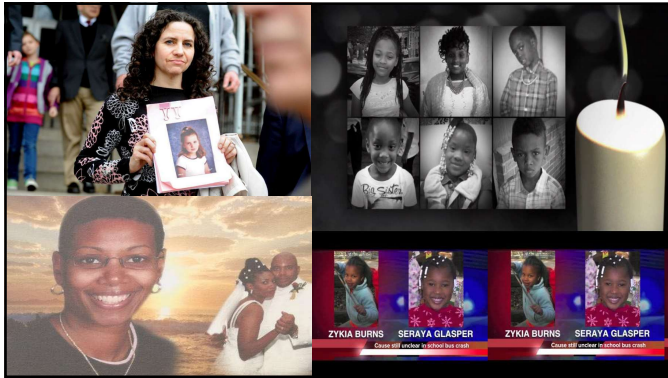
Use of a Telecommunication Device

Indiana Department of Education

113



114



115



116

Speed Management B1.2.4

IC 9-21-5-14 Maximum speed of school buses and special purpose buses; violation
 Sec. 14. (a) A person may not operate a school bus or a special purpose bus at a speed greater than:

- (1) sixty (60) miles per hour on a federal or state highway; or
- (2) forty (40) miles per hour on a county or township highway.

(b) If the posted speed limit is lower than the absolute limits set in this section or if the absolute limits do not apply, the maximum lawful speed of a bus is the posted speed limit.

(c) A person who knowingly or intentionally exceeds a speed limit set forth in subsection (a) or (b) commits a Class C misdemeanor.

Page 25

Indiana Department of Education

117

Three factors determine the distance that it takes to stop your vehicle:

Perception time: The time it takes you to recognize a hazard.

Reaction distance: The distance your vehicle travels between the time you recognize a problem and the time you apply the brakes.

Braking distance: The distance your car travels after you apply the brakes.

Indiana Department of Education

118

Following Distance Formula

0 – 40 mph

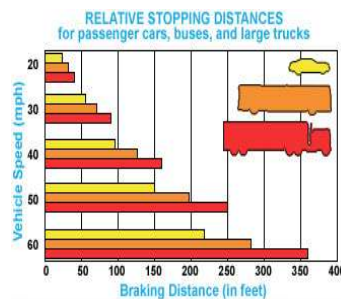
1 second for every 10 feet of your vehicle
(make it simple – 4 seconds)

Over 40 mph Add 1 second

Example 0 – 40 mph

40ft vehicle = 4 seconds

Over 40 mph = 5 seconds



119

Space Management B1.2.5



Indiana Department of Education

120

Passing Other Vehicles

Follow these rules when you are passing other vehicles:

- Make sure the passing lane is clear of traffic, as you must return to the right side of the road no less than 100 feet before any oncoming vehicle
(Not recommended in a school bus!)
- Check behind and to the left of your vehicle to make sure that another vehicle is not attempting to pass you
- Use your turn signals to alert other drivers of your intention to change lanes. Move into the passing lane, accelerate, and continue to move forward until you can see the vehicle you are passing in your rearview mirror
- Before returning to the lane in which you were originally driving, use the appropriate turn signal

Indiana Department of Education

121

Prohibited Passing

- A solid yellow line is marked on the driver's side of the center line of the road
- A yellow, pennant-shaped "No Passing Zone" is posted on the left-hand side of the road, or a white rectangular "Do Not Pass" sign is posted on the right-hand side of the road
- When you are driving on or approaching a curve in the road
- When you are approaching the crest of a hill or grade in the road
- Within 100 feet of an intersection, railroad crossing, bridge, viaduct, or tunnel

Indiana Department of Education

122

Move Over Law

- Police vehicles
- Ambulances
- Fire trucks & rescue equipment
- Incident-response vehicles (e.g. Hoosier Helpers)
- Highway maintenance vehicles
- Utility service vehicles
- Vehicle recovery equipment
- Garbage trucks
- Disabled vehicle with hazards flashing



Indiana Department of Education

123

Hazard Perception B1.3.1



Indiana Department of Education

124

Adjusting Driving to Poor Road Conditions

Rain, snow, sleet, fog or icy pavements have never caused an accident. These conditions merely add more hazards to driving and make the normal hazards worse. Accidents are caused by drivers who do not adjust their driving to meet these conditions. Accidents blamed on skidding or bad weather conditions are classed as preventable. Expert drivers can drive safely on extremely slippery surfaces by:

1. Reducing the speed of bus
2. Driving well to the right-hand edge of the road
3. Watching side roads closely for entering traffic
4. Being aware of patches of wet leaves and smooth blacktop surfaces
5. Never looking directly at lights of oncoming vehicles
6. Using windshield wipers and defrosters continuously if needed
7. Avoiding sudden stops.

Indiana Department of Education

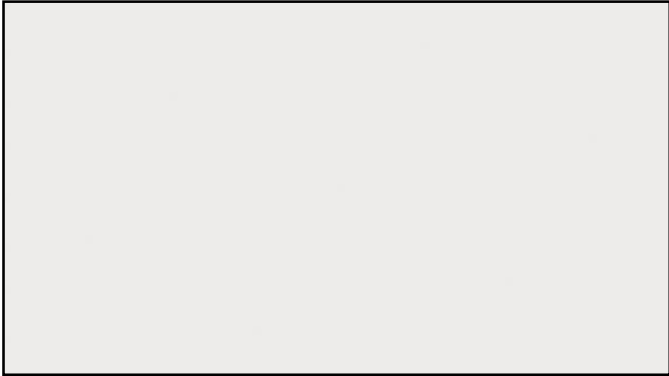
125

Skid Control/Recovery



Indiana Department of Education

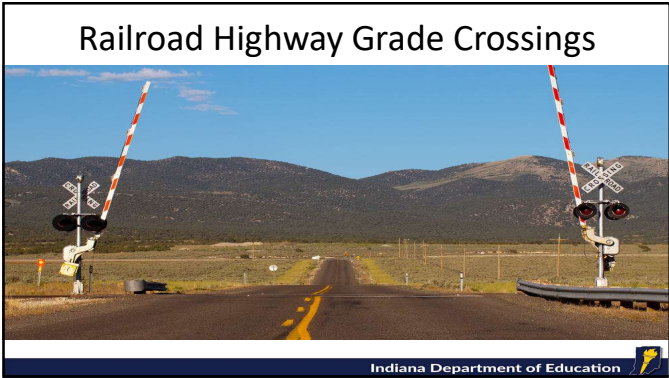
126



127



128



129

Railroad Crossing - Law

IC 9-21-12-5 Version b Railroad crossings; duty to stop

Sec. 5. (a) This section does not apply to the following:

- (1) A street railway grade crossing within a business or residence district.
- (2) Abandoned or unused railroad grade crossings that are:
 - (A) designated by the Indiana department of transportation under IC 8-6-15-2; and
 - (B) marked with a "tracks out of service" sign that complies with the requirements of IC 8-6-15-3.

(b) A person who drives:

- (1) a motor vehicle, not including a school or private bus, carrying passengers for hire;
- (2) a school or private bus that is carrying passengers; or
- (3) a vehicle carrying explosive substances or flammable liquids as a cargo or part of a cargo;

shall, before crossing at grade a track of a railroad, stop the vehicle not more than fifty (50) feet and not less than fifteen (15) feet from the nearest rail of the railroad.

Page 25/26

Indiana Department of Education



130

Railroad Crossing - Law

(c) While stopped in accordance with subsection (b), the person shall do the following:

- (1) Listen through an open window or door.
- (2) Look in both directions along the track for an approaching train or other on-track equipment and for signals indicating the approach of a train or other on-track equipment.
- (3) Not proceed until the person can proceed safely.

After stopping, the person shall cross only in a gear of the vehicle so there will be no necessity for changing gears while traversing the crossing. The person who drives the vehicle may not shift gears while crossing the track or tracks.

(d) If a police officer or traffic control signal directs traffic to proceed at a railroad crossing, the person who drives a vehicle subject to this section shall proceed in accordance with the instructions of the police officer or traffic control signal.

(e) Except as provided in subsection (f), a person who violates this section commits a Class C infraction.

(f) A person who knowingly or intentionally violates subsection (b)(2) commits a Class B misdemeanor.

Page 25/26

Indiana Department of Education



131

Railroad Crossing Warning

IC 20-27-3-5 Rules; display of school district name on bus; indication on bus of stopping at railroad crossing

...

(b) The committee shall adopt and enforce rules under IC 4-22-2 to require that each school bus placed into service for the first time by a school corporation or nonpublic school bear an indication on the back of the school bus that the school bus is required to stop at all railroad crossings.

Page 6

Required on bus built after July 1, 2016!

**THIS VEHICLE STOPS AT
ALL RAILROAD CROSSINGS**


Indiana Department of Education



132

Indiana Ranks 5th

RANK	STATE	COLLISIONS	DEATHS	INJURIES
1.	Texas	191	11	69
2.	California	150	39	55
3.	Georgia	103	9	33
4.	Illinois	98	15	32
5.	Indiana	93	8	30
6.	Florida	87	16	11
7.	Alabama	84	3	27
8.	Louisiana	81	1	59
9.	Ohio	75	8	19
10.	Pennsylvania	54	5	16
11.	Tennessee	51	4	16
12.	Missouri	45	9	18
13.	North Carolina	42	1	10
14.	Washington	42	4	14
15.	Michigan	40	0	16



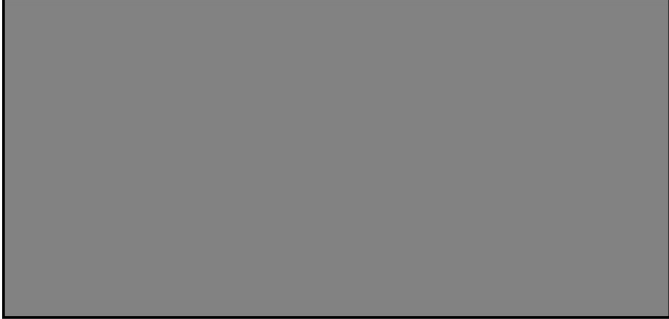
Indiana Department of Education

133



134

RR Crossing - Five Alive



135

Passive Crossing

- No type of traffic control device, such as lights or arm!
- The decision to stop and proceed lies completely with the bus driver!
- This type of stop, the bus driver has to be extremely vigilant and undistracted because of the lack of mechanized warnings.

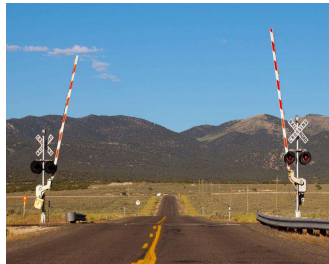


Indiana Department of Education

136

Active Crossing

- These have traffic control devices in place to warn the driver of an approaching train or other on track equipment.
- These crossings are typically equipped with flashing red lights, some have bells, and usually a cross arm, with or without flashing lights.
- Found mostly in high density traffic areas.



Indiana Department of Education

137

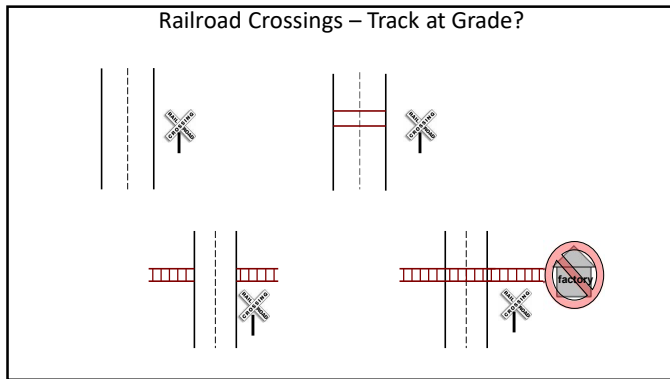
Signal Controlled Crossings

- These types of crossings are controlled by traffic signals, there in high traffic, awkward areas.
- The traffic signal works in conjunction with gates and flashing lights.
- Here the bus driver needs to be aware of traffic flow and patterns, and the amount of distance in the front and back of the bus to avoid being too close to the first rail or the bus actually sitting on the tracks.



Indiana Department of Education

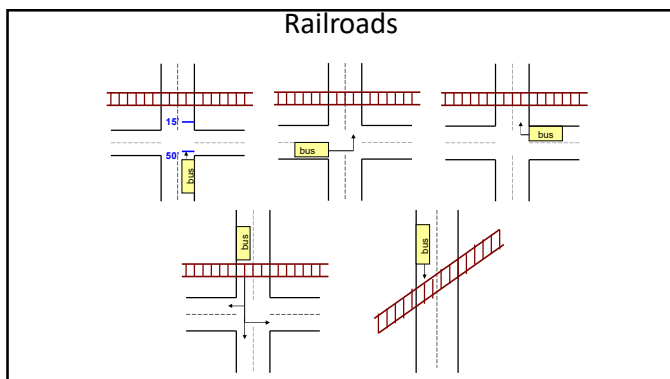
138



139

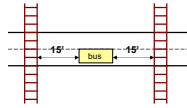


140



141

Multiple Railroad Tracks



Indiana Department of Education

142

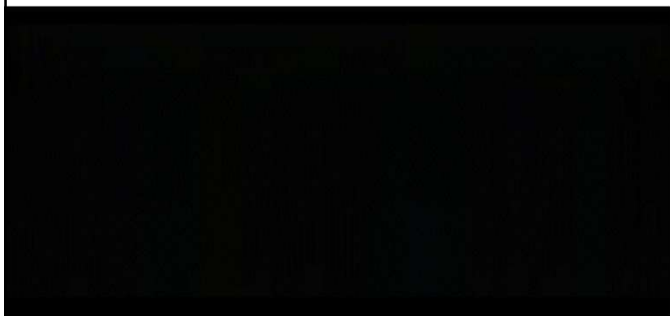
Conasauga TN



Indiana Department of Education

143

RR Crossing – Conasauga TN



144

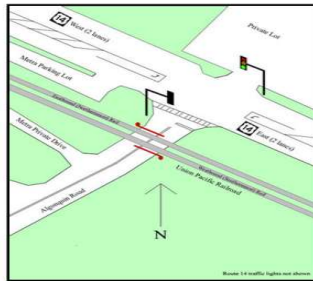
Fox River Grove, IL



Indiana Department of Education

145

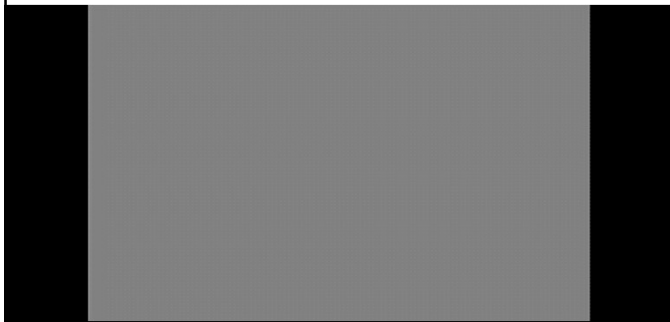
Fox River Grove



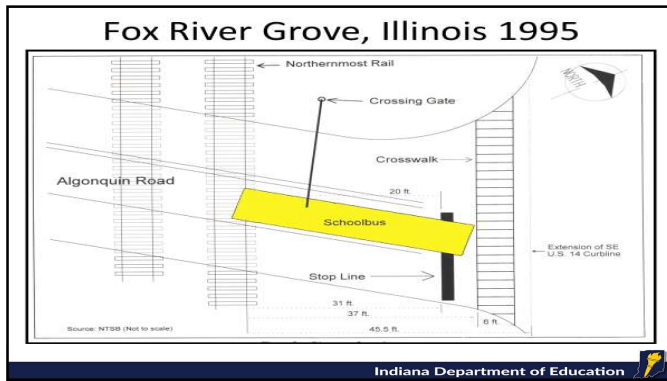
Indiana Department of Education

146

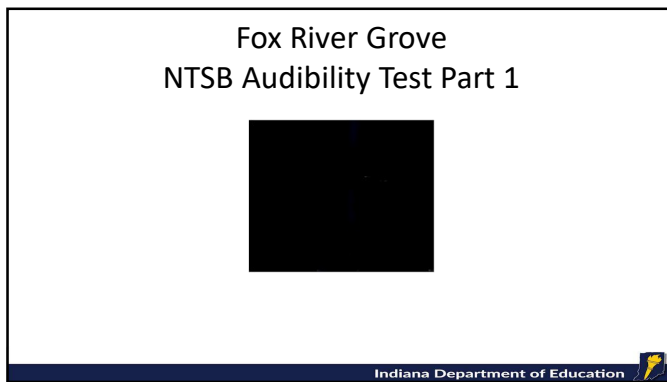
RR Crossing – Fox River Grove



147



148

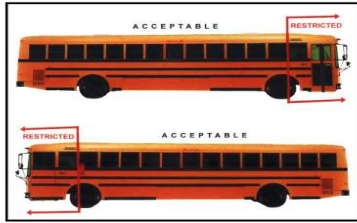


149



150

Radio Speaker Restrictions



Indiana Department of Education

151

Noise Suppression Switch Required – New Buses January 1, 2006



Indiana Department of Education

152

Malfunctioning Signals

Indiana Department of Education

153

Railroad Tracks Are Fun?



154

Questions



155
