DRAFT – NOT FOR FILING

3301-83-06 Personnel qualifications.

(A) The qualifications for the transportation director/supervisor are as follows:

(1) A satisfactory driving record as verified through checks made by the employing agency.;

(2) A satisfactory work history as verified through professional references as determined by the employing agency.;

(3) A satisfactory criminal background report in accordance with divisions (J) and (K) of section 3327.10 of the Revised Code.;

(4) Post-high school education or work experience in education, business administration, management or transportation as determined by the employing agency.;

(5) Completion of annual training as specified in paragraph (D) of rule 3301-83-10 of the Administrative Code.;

(6) Completion of the classroom portion of the Ohio preservice driver training program set forth in paragraph (A)(2) of rule 3301-83-10 of the Administrative Code within six months of appointment to the position, and at least once every six years after appointment.;

(7) Compliance with training for supervisors of commercial motor vehicles set forth in 49 C.F.R. 382.603.

(B) The qualifications for a school bus or motor van driver are as follows:

(1) Having an understanding of the role of pupil transportation in the educational program and meeting all the qualifications established by federal rule, state laws and this chapter of the Administrative Code.;

(2) Meeting applicable age qualifications under 49 C.F.R. 391.11 and section 3327.10 of the Revised Code, and having a minimum of two years driving experience. in the United States;

(3) Being physically qualified pursuant to rule 3301-83-07 of the Administrative Code.;

(4) Completion of initial and semi-annual driver record checks according to division (F) of section 3327.10 of the Revised Code through the department of education and workforce with records to be maintained by the employer and/or school district for a minimum of six years. School bus or motor van drivers with any of the following are disqualified from operating a school bus or motor van:

(a) More than six points during the past two years;

(b) A guilty plea or conviction of driving while under the influence of alcohol and/or a controlled substance during the past ten years as set forth in division (F) of section 3327.10 of the Revised Code;

(c) Two (or more) serious traffic violations, as defined in division (II) of section 4506.01 of the Revised Code, during the past two years;

(d) Any railroad crossing violation during the past year as evidenced by a conviction, video, or a report by a railroad official; ~~or~~

(e) Any other disqualifying offense, as set forth in ~~rule(s)~~ rules adopted by the Ohio state board of education pursuant to division (K) of section 3327.10 of the Revised Code.

~~(f)~~ Nothing in paragraph (B) of this rule limits any district or employer from adopting more stringent qualifications.

(5) ~~All drivers are to hold~~ Hold a valid driver's license~~, and school~~. School bus drivers will hold a valid commercial driver's license, with school bus and passenger endorsements, in accordance with sections 4506.03 and 4506.12 of the Revised Code.

(6) ~~Holding~~ Hold school bus or motor van driver certification by a city or exempted village superintendent, a community school superintendent, a county educational service center, county board of developmental disabilities, head start program administrator, non-public administrator, or contractor~~.~~;

(7) Completion of pre-service and in-service training as specified in rule 3301-83-10 of the Administrative Code~~.~~;

(8) Physical capability of safely and appropriately lifting and managing preschool and special needs children when necessary~~.~~;

(9) Ability to cope with stressful situations~~.~~;

(10) Possessing or upgrading skills through formal and/or in-service training~~.~~;

(11) ~~A~~ (a) Complete a satisfactory criminal background report in accordance with divisions (J) and (K) of section 3327.10 of the Revised Code.

(~~a~~b) A new report is to be obtained every six years with driver re-certification pursuant to divisions (J) and (K) of section 3327.10 of the Revised Code.

(~~b~~c) A driver is not qualified for employment unless the driver has been enrolled in the retained applicant fingerprint database by the state board of education according to division (B) of section 3319.316 of the Revised Code and division (J)(4) of section 3327.10 of the Revised Code.

(~~c~~d) Records are to be maintained by the employer and/or school district for a minimum of six years.

(12) A negative pre-employment drug test~~.~~;

(13) Participation in drug and alcohol testing as mandated by the federal motor carrier safety administration (FMCSA) pursuant to 49 C.F.R. 382. Individuals who refuse to participate in testing are disqualified from operating a school bus. Employers will implement drug and alcohol testing for motor van drivers and impose standards for motor van driver disqualification.

(C) The qualifications for maintenance personnel are as follows:

(1) Being qualified to perform quality preventive and regular maintenance programs and understanding the relationship of vehicle maintenance to a safe pupil transportation program~~.~~;

(2) Meeting qualifications determined by the employer, including each of the following:

(a) Work history~~.~~;

(b) Education and professional development~~.~~;

(c) Testing~~.~~;

(d) On-the-job performance evaluations.

(3) Completion of training as specified in paragraph (E) of rule 3301-83-10 of the Administrative Code~~.~~;

(4) For individuals who operate a school bus with pupils on board, meet the bus driver qualifications as listed in paragraph (B) of this rule apply.

(D) The qualifications for bus aides are as follows:

(1) Physical capability of safely and appropriately lifting and managing preschool and special needs children when necessary~~.~~;

(2) Ability to cope with stressful situations as related to preschool and special needs children~~.~~;

(3) Possessing or upgrading skills through formal and/or in-service training related to transportation of preschool and special needs children~~.~~;

(4) A satisfactory criminal background report in accordance with section 3319.391 of the Revised Code. A new report will be conducted every five years and the standard for evaluation of this report will be as provided for in rule 3301-20-01 of the Administrative Code.

(5) Completing the training specified in paragraph (C) of rule 3301-83-10 of the Administrative Code.

(E) The qualifications for on-the-bus instructors are as follows:

(1) Completing the training specified in paragraph (F) of rule 3301-83-10 of the Administrative Code~~.~~;

(2) Meeting the qualifications for a school bus driver as listed in paragraph (B) of this rule~~.~~;

(3) Skills necessary to plan and organize instruction~~.~~;

(4) Ability to communicate effectively~~.~~;

(5) Capability of coordinating instruction for pre-school and special needs transportation~~.~~;

(6) Be currently employed in a role that includes school bus driving duties and be listed as an active driver with the department~~.~~;

(7) Passing a driving and pre-trip skills evaluation at least once every six years with a state pre-service instructor~~.~~;

(8) Being sponsored by a school transportation provider or preservice instructor.

(F) The qualifications for motor van driving performance evaluator (MVE):

(1) Completing the training specified in paragraph (G) of rule 3301-83-10 of the Administrative Code.

(2) Meeting the qualifications for a motor van driver as listed in paragraph (B) of this rule.

(3) Skills necessary to plan and organize instruction.

(4) Ability to communicate effectively.

(5) Capability of coordinating instruction for preschool and special needs transportation.

(6) Be currently employed in a role that includes school transportation driving duties and be listed as an active driver with the department.

(7) Passing a driving and pre-trip skills evaluation at least once every six years with a state pre-service instructor.

(8) Being sponsored by a school transportation provider or pre-service instructor.

(G) The qualifications for a transportation provider that contracts with a school or school district are as follows:

(1) Be authorized to do business in the state of Ohio;

(2) Meet all insurance requirements necessary to provide student transportation;

(3) Meet all license requirements to provide student transportation in the state of Ohio;

(4) Maintain a physical location in the state of Ohio where vehicles and records may be inspected by the Ohio state highway patrol and the department;

(5) Ensure that employed or contracted drivers and vehicles used for student transportation comply with all relevant Ohio and federal laws and regulations.

Supplemental Information

Authorized By: 4511.76, 3301.07
Amplifies: 3327.10, 4511.76
Five Year Review Date: 7/1/2030
Prior Effective Dates: 10/22/1984, 7/1/1991, 10/5/1998, 11/13/2001, 2/25/2007, 8/1/2007, 5/23/2008, 7/1/2012, 3/26/2020