

TRANSPORTATION DATES FOR SUPERVISORS TO KNOW

MONTH	REPORT	STATUTE	DESCRIPTION	REQUIRED/ RECOMMENDED
	SFPS		All drivers that operate school transportation vehicles must be listed in your district/company driver roster (T-8 physical is the only employee shareable document)	REQUIRED
	T-10	OAC 3301-83-14 OAC 3301-83-22	Any school bus accident that resulted in excess of \$1,000, fatality, injury, or property damage. Must be submitted in SFPS within 15 days of accident. State patrol must be notified within 48 hours of any school bus accident	REQUIRED
	T-9	OAC 3301-83-10	School vehicle driver training records electronically submitted. New driver: submit within 30 days of training completion. Renewals: At minimum every 6 years, submit record to ODE before renewal certificate issued.	REQUIRED
		**** OAC 3301-83-06	Newly hired transportation supervisors/directors that are not already school bus driver certified must complete the Ohio Preservice school bus driver training with 12 months of accepting position.	REQUIRED
		FMCSA 49 CFR 382	All Commercial Motor Vehicle (CDL licensed) drivers must be listed on the company drug and alcohol random testing pool. Employers must meet FMSCA criteria issued in January every year for the percentage of employees to be tested.	REQUIRED
		FMCSA 49 CFR parts 40 and 382	FMCSA Clearinghouse requires employers to query current and prospective employees drug and alcohol violations before permitting the employee to operate a CMV on public roads. New employees must be queried before hire and all drivers must be queried at minimum annually.	REQUIRED
		OAC 3301-83-05	Official school bus timings to determine if a nonpublic or community school is eligible for transportation services from the public school district, must be completed on a school bus and on a day that both schools are in session.	REQUIRED
		OAC 3301-83-06	Employers are required to run BMV data on drivers at minimum 2 times a year.	REQUIRED
January				
31		ORC 3314.091	Deadline for community school to submit notification to public district to relinquish transportation responsibility	REQUIRED
31		OAC 3301-83-01	Current Fiscal Year T-1 ridership amendment if changes will remain in effect for the remainder of the school year	IF WARRANTED
February				
15		ORC 3327.016	Schedule meeting(s) with Community and Nonpublic school leadership to communicate district transportation procedures and processes.	RECOMMENDED

March				
15		ORC 3327.016	Hold meeting(s) with Community and Nonpublic school leadership to communicate district transportation procedures and processes.	RECOMMENDED
April				
1		ORC 3327.016	Community and Nonpublic schools submit start and end times to public schools responsible for transporting their students.	REQUIRED
15		ORC 3314.091	New Community schools scheduled to open in the upcoming school year notify public district they are accepting transportation responsibility for the upcoming school year.	REQUIRED
May				
1	T-8	OAC 3301-8-07	Driver physicals can be started after this date for following school year. Recommend waiting until after last day of instruction for students.	RECOMMENDED
12		ORC 3327.016	Follow-up meeting with community and nonpublic schools to discuss proposed transportation plan.	RECOMMENDED
31		ORC 3327.016	Public districts that received start and end times from community and nonpublic schools by April 1st submit transportation plan no later than this date, including routes and schedules.	REQUIRED
July				
		ORC 3327.02	Public districts shall make the determination of impracticality 30 days prior to the students first day of instruction. Districts are required to submit impracticality determination with detailed description to PILOtransportation@education.ohio.gov and issue a letter notifying parents of the determination.	REQUIRED
1		ORC 3327.016	If community or nonpublic schools submit start and end times after April 1 but before this date, public district will attempt to provide a transportation plan including routes and schedules by August 1.	REQUIRED
15	T-2C		Contractors submit transportation expenses to public districts.	RECOMMENDED
20		OAC 3301-83-01	Districts submit transit authority expenses to ODE.	REQUIRED
August				
		OAC 3301-83-13	School bus routes shall be approved annually by the district board of education not earlier than 30 days prior to and not later than ten days after the beginning of a school term.	REQUIRED
		ORC 3327.016	For community and nonpublic school students that enroll after July 1, the district will provide a transportation plan within 14 business days of receipt of a request for transportation services.	REQUIRED
1		ORC 3314.091	Community school notifies public school district it is accepting transportation responsibility for the students attending the community school.	REQUIRED
31	T-2	OAC 3301-83-01	Public districts and community schools that accept transportation responsibility under ORC 3314.091 shall submit transportation expense reports.	REQUIRED

September				
1	T-8	OAC 3301-83-07	Driver T-8 physical must be entered no later than this date.	RECOMMENDED
1 st week	T-1	ORC 3317.0212 OAC 3301- 83-01	Public districts update assigned/spare school bus inventory to complete report by November 1.	RECOMMENDED
1st week	T-1	ORC 3314.091 ORC 3317.0212 OAC 3301-83-01	Community schools that accept transportation responsibility under ORC 3314.091 update assigned/spare school bus inventory to complete report by November 1.	RECOMMENDED
October				
1st full week	T-1	ORC 3317.0212 OAC 3301-83-01	Public districts complete student ridership for students riding the bus. Districts will use the greater of the am or pm ridership average to report on the T-1.	REQUIRED
1st full week	T-1	ORC 3314.091 ORC 3317.0212 OAC 3301-83-01	Community schools that accept transportation responsibility under ORC 3314.091 shall complete student ridership for students riding the bus. Districts will use the greater of the am or pm ridership average to report on the T-1.	REQUIRED
November				
1	T-1	ORC 3317.0212 OAC 3301-83-01	Average ridership reported by the public district	REQUIRED
1	T-1	ORC 3317.0212 OAC 3301-83-01 ORC 3314.091	Average ridership reported by the community school.	REQUIRED