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ABSTRACT

This monograph presents a five-module staff training program used to improve the related service of transportation of children with disabilities in Union County, North Carolina. Each module takes from 4 to more than 8 hours of training and bus drivers and transportation safety assistants with current certificates in all five modules receive a special rating and salary bonus. The modules cover: (1) introduction to exceptional children for bus drivers; (2) special equipment/special reports; (3) transporting physically handicapped students; (4) first aid/cardiopulmonary resuscitation; and (5) current issues/public awareness. The following information is included for each module: a list of module content and competencies; required time; person certifying competence; renewal date for certificate; and course materials (usually both print and videotape recordings). Addresses of course material sources are attached as are the standard county Student Transportation Card, the agenda of a special bus drivers' meeting, and various handouts. (DB)

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TRANSPORTATION

THE NEGLECTED RELATED SERVICE

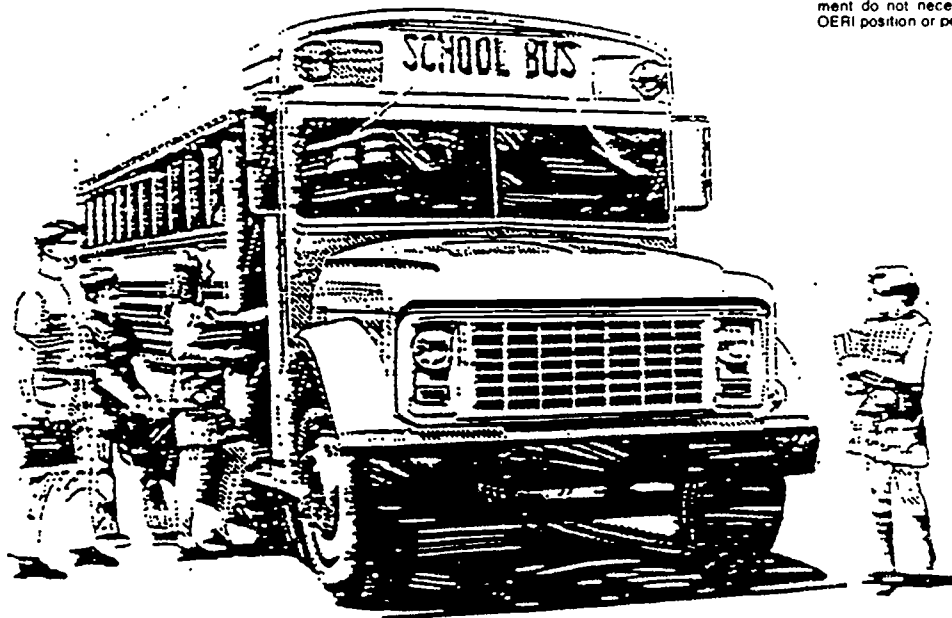
70th Annual Convention
Council for Exceptional Children
Baltimore, Maryland
April 17, 1992

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North Carolina

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TRANSPORTATION - THE NEGLECTED RELATED SERVICE

OBJECTIVE: To illustrate to other school systems how the quality of the related service of transportation can be improved with on-going staff development and the formation of an organization for transportation providers.

NATURE OF PROGRAM: In 1975, P.L. 94-142 mandated that transportation be listed as a related service. Yet years later, little attention is generally paid to staff development for transporters nor to including them in the multi-disciplinary approach. From the frustration of transporters came a request for information, support, and recognition.

To address these needs, the special transporters and administrators of the Union County, North Carolina School System have collaborated to develop a comprehensive staff development program and an active Exceptional Children's Bus Association. The training program consists of these modules:

1. Introduction to Exceptional Children for Bus Drivers
2. Special Equipment/Special Reports
3. Transporting Physically Handicapped Students
4. First Aid/Cardiopulmonary Resuscitation
5. Current Issues/Public Awareness

Bus drivers and transportation safety assistants with current certificates in each of the five modules receive a "five star" rating and a bonus at the end of each school year.

The Union County Exceptional Children's Bus Association meets on the third Monday of each month. Their motto "Terrific Transportation: A Special Ride with Special Pride" is printed on their stationery. The group has sent representatives to the following meetings: Union County Board of Education, 69th Convention of Council for Exceptional Children, North Carolina Exceptional Children's Conference, and the 1st National Conference and Exhibition on Transporting Students with Disabilities.

Through involvement with the specialized training and the Exceptional Children's Bus Association, our transporters have achieved a sense of confidence in themselves and a sense of support from the system. The result is an upgraded quality of the related service of transportation.

Appreciation is expressed to Dr. Nancy B. Davis, superintendent of Union County Schools and to Mr. Jerry Helms, Director of Transportation for their commitment to this endeavor.

MODULE 1

INTRODUCTION TO EXCEPTIONAL CHILDREN FOR BUS DRIVERS

Content/Competencies:

- 1) Characteristics of students with the following conditions:
 - . mentally handicapped
 - . autistic
 - . emotionally handicapped
 - . other health impaired
 - . visually impaired
 - . hearing impaired
 - . traumatic brain injured
- 2) Methods of meeting the transportation needs of these students

Time: Six hours

Person Certifying: Exceptional Children's Program
Administrator

Renewal Date: Four years from date of certificate

Course Materials:

- 1) Individual Education Plan
- 2) Videotapes:
 - . "Epilepsy" - Source A
 - . "Special Planning for Special People: Autism" - Source A
 - . "Transporting the Mentally Hand." - Source B
 - . "Transporting the Emotionally Hand." - Source B
 - . "Walking Through the Storm" - Source C
 - . "I Can Do That" - Source D
 - . "Starting Over: Life After a Severe Head Injury" - Source E
 - . "Educating Exceptional Children Through Music" - Source F
 - . "Chronic Illness in the Classroom" - Source G
 - . Exerpts from National Training Network Series - Source - H
 - . "Seeing Tomorrow" - Source I
 - . "Very Special Arts Festival" - Source I
 - . "In-School Scouting" - Source I
 - . "Special Olympics" - Source I
- 3) Behavior Modification Charts/Stickers

MODULE 2

SPECIAL EQUIPMENT/SPECIAL REPORTS

Content/Competencies:

- 1) Operation of radios
- 2) Verbal use of official "ten" signals, such as "10-52" for "ambulance needed."
- 3) Use and care of fire extinguishers, dry ice, and first aid kit
- 4) Operation of hydraulic lifts for physically handicapped students
- 5) Map reading skills
- 6) Accurate completion of specialized reports
 - a. Student Transportation Card
 - b. Handicapped passenger list - daily log
 - c. Detailed route description
 - d. Emergency procedures

Time: Four hours

Person Certifying: Director of Transportation

Renewal Date: Four years from date of certificate

Course Materials:

- 1) Official "Ten" Signals
- 2) Student Transportation Card
- 3) Passenger List
- 4) Radios
- 5) Fire Extinguishers/dry ice/first aid kits
- 6) Videotapes:
 - . "Introduction to Special Needs Bus" - Source B
 - . "Loading and Unloading Special Needs Bus" - Source B

MODULE 3

TRANSPORTING PHYSICALLY HANDICAPPED STUDENTS

Content/Competencies:

- 1) Medical causes and considerations of physically handicapped students
- 2) Use of equipment to secure wheelchairs and students
- 3) Techniques to transfer and lift students
- 4) Methods of evacuating a school bus

Time: Four hours

Persons Certifying: Physical Therapists, Occupational Therapists

Renewal Date: Four years from date of certificate

Course Materials:

- 1) Booklet:
 - . "Transferring and Lifting Children and Adolescents -Home Instruction Sheets"
- 2) Videotapes:
 - . "Evacuating a School Bus" - Source A
 - . "Evacuating Special Needs Bus" - Source B
 - . "Transporting the Physically Handicapped" - Source B

MODULE 4

FIRST AID/CARDIOPULMONARY RESUSCITATION

Content/Competencies:

- 1) Basics of first aid and rescue breathing
- 2) Cardiopulmonary Resuscitation

Time: Eight hours

Person Certifying: American Red Cross Instructor

Renewal Date:

First Aid - Four years from date of certificate
CPR - One year from date of certificate

Course Materials:

- 1) Current American Red Cross publications
- 2) Current American Red Cross videotapes

MODULE 5

CURRENT ISSUES/PUBLIC AWARENESS

Content/Competencies:

- 1) Participation in Union County Exceptional Children's Bus Organization
- 2) Current information through reading specialized newsletters or participating in specialized conferences
- 3) Evaluation of transportation program
- 4) Development of annual goals
- 5) Development of public speaking skills
- 6) Presentations to community, state, or national groups

Time: Minimum of eight hours

Persons Certifying: Officers of Exceptional Children's Bus Organization

Renewal: One year from date of certificate

Materials:

- 1) Newsletters:
 - . Transporting Students with Disabilities - Source J
 - . School Transportation News - Source K
- 2) Guest speakers
- 3) Conference information
 - . North Carolina Department of Public Instruction
 - . Council for Exceptional Children
 - . Conference on Transporting Students with Disabilities

BIBLIOGRAPHY

- Source A - Albuquerque Public Schools
513 6th Street NW Room 103
Albuquerque, New Mexico 87102
- Source B - AMS Distributors
P.O. Box 457
Roswell, Georgia 30077
- Source C - Starr Commonwealth Schools & NAK Production
Associates
- Source D - Los Angeles County Office of Education
Division of Special Education
9525 Imperial Hwy., Room 104-A
Downey, California 90242
- Source E - NC Council on Developmental Disabilities
c/o CIN Services, Inc.
600 Matthews-Mint Hill Road, Suite 302
Matthews, North Carolina 28105
- Source F - Duke University Medical Center
Division of Audiovisual Education
Box 3087
Durham, North Carolina 27710
- Source G - Charlotte-Mecklenburg Schools
P.O. Box 30035
Charlotte, North Carolina 28230
- Source H - National Training Network
2007 Yanceyville Street, Suite 225
Greensboro, North Carolina 27405
- Source I - Union County Schools
Programs for Exceptional Children
500 North Main Street, Suite 700
Monroe, North Carolina 28112
- Source J - Federal News Services, Inc.
P.O. Box 13460
Silver Spring, Maryland 20911-3460
- Source K - School Transportation News
P.O. Box 789
Redondo Beach, California 90277

STUDENT TRANSPORTATION CARD
PROGRAMS FOR EXCEPTIONAL CHILDREN
UNION COUNTY SCHOOLS, NORTH CAROLINA

Student's Name: _____ Age: _____
Address: _____ Home Phone: _____
Father's Work Phone: _____ Mother's Work Phone: _____
Emergency Person: _____ Emergency Phone: _____

Please check appropriate type of transportation required for your child:

____ Walks to bus unassisted ____ Walks to bus, but needs assistance
____ Requires a car seat ____ Requires special restraint ____ Wheelchair
____ Other: (specify) _____
Will student be met at the bus stop by an adult? ____ Yes ____ No

Name and addresses of persons nearby student's residence where student can be taken by bus driver if parents are not home:

Name: _____ Name: _____
Address: _____ Address: _____
Phone: _____ Phone: _____

Please check if any of the following applies to your child: ____ Heart Disease
____ Asthma ____ Diabetes ____ Chronic Respiratory Problems ____ Blind ____ Deaf
____ Non-Verbal ____ Bee Sting ____ Hemophiliac ____ Allergies-to what? _____
Seizures: How long does seizure last? _____ How often do they occur? _____
Action needed, if any _____
Is your child on medication? ____ Yes ____ No; If yes, what medication, what dosage, and when given? _____

Family Doctor: _____ Address: _____
Doctor's Phone: _____

In the event of an emergency, the school will contact the parent as soon as possible.

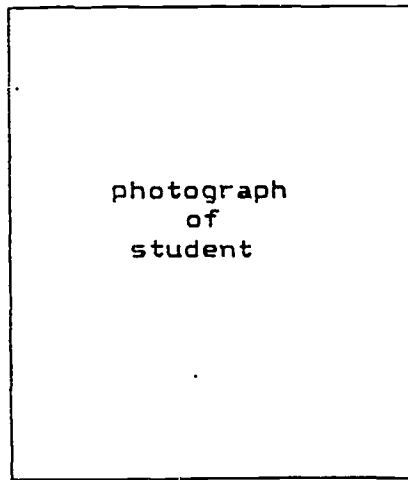
PARENT AGREEMENT:

If I cannot be contacted in the event of an emergency demanding immediate medical attention, I authorize school system personnel to obtain such medical care and treatment for my child.

I agree to notify the bus driver in advance if my child will be absent for a doctor's appointment.

I agree to have my child ready to board the bus in the mornings.

I will notify the bus driver in advance if I will not be home in the afternoon and my child is to be taken to one of the homes listed at the top of this card.



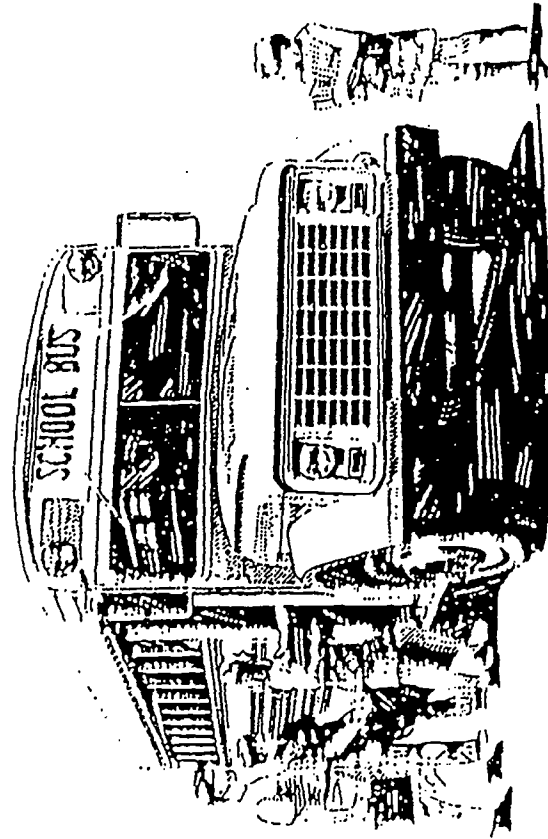
Date: _____ Parent/Guardian's Signature _____

DO NOT WRITE BELOW THIS LINE:

=====
Bus Driver _____ Bus No. _____ School Attending _____

Bus Driver's Telephone: _____

SCHOOL BUS SAFETY IS EVERYBODY'S BUSINESS



UNION COUNTY SPECIAL SCHOOL BUS
DRIVERS' ASSOCIATION

Agenda
Union County Special Bus Drivers' Association
Union County Meeting
April 15, 1991

- I. Call to Order Mary Carter
- II. Roll Call Geraldine Hamilton
- III. Welcome Jerry Helms
- IV. Report from Board of Education Meeting Mary Carter
- V. Report from CEC Conference Mary Carter
- VI. Tape on Epilepsy Isabelle Mims
- VII. Guest Speaker De De Davidson
- VIII. Report from Gaston County Association Isabelle Mims
- IX. Door Prizes Isabelle Mims
- X. Future Plans Mary Carter
- XI. Adjournment Mary Carter

We thank Shoney's for the donation of the door prize - dinner for two.

OFFICIAL TEN SIGNALS

- | | | | |
|-------|------------------------------|-------|--|
| 10-1 | Signal Weak | 10-67 | Investigate Report of Death |
| 10-2 | Signal Good | 10-68 | Livestock on Highway |
| 10-3 | Stop Transmitting | 10-69 | Advise Present Telephone Number |
| 10-4 | Affirmative (O.K.) | 10-70 | Improperly Parked Vehicle |
| 10-5 | Relay (to) | 10-71 | Improper Use of Radio |
| 10-6 | Busy | 10-72 | Have Prison in Custody |
| 10-7 | Out of Service | 10-73 | Mental Subject |
| 10-8 | In Service | 10-74 | Prison or Jail Break |
| 10-9 | Say Again (Repeat) | 10-75 | Records Indicate Wanted or Stolen |
| 10-10 | Negative | 10-76 | Prowler |
| 10-11 | _____ on Duty | 10-77 | Assist Fire Department with Traffic |
| 10-12 | Stand By | 10-78 | Request Permission to Leave Zone |
| 10-13 | Existing Conditions | 10-79 | Injured Person-Public or Ind. Accident |
| 10-14 | Message/Information | 10-80 | Fire Alarm |
| 10-15 | Message Delivered | 10-81 | Nature of Fire |
| 10-16 | Reply to Message | 10-82 | Meet Complainant |
| 10-17 | Enroute | 10-83 | Investigate Missing Person |
| 10-18 | Urgent | 10-84 | Traffic Control Malfunction |
| 10-19 | (in) Contact | 10-85 | Investigate Damage to Property |
| 10-20 | Location | 10-86 | Investigate Larceny |
| 10-21 | Call _____ by Telephone | 10-87 | Investigate Larceny of Auto |
| 10-22 | Disregard | 10-88 | Investigate Suspicious Person |
| 10-23 | Arrived at Scene | 10-89 | Investigate Speeding-Reckless Driving |
| 10-24 | Assignment Completed | 10-90 | Investigate Assault |
| 10-25 | Report to (Meet) | 10-91 | Domestic Trouble |
| 10-26 | Estimate Arrival Time | 10-92 | Investigate AMDM (Specify Weapon) |
| 10-27 | License/Permit Information | 10-93 | Investigate Disturbance |
| 10-28 | Ownership Information (Veh.) | 10-94 | Man with Gun |
| 10-29 | Records Check | 10-95 | Rape Investigation |
| 10-30 | Danger/Caution | 10-96 | Assist Motorist |
| 10-31 | Pick Up | 10-97 | Dog Case |
| 10-32 | _____ Units Need (Specify) | 10-98 | Emergency Road Repairs Needed |
| 10-33 | Help Me _____ Quick | 10-99 | Serve Warrant or Warrant on File |

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STN

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- * Laws affecting the contract segment
- * State director's developments
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 C. State-wide District or Contractor Bus Association
 D. Special Ed Transportation Association, Advocate
 E. Mechanics or Drivers Association
 F. PTA, School Bus Safety Advocate
 G. Banking, Legal
 H. Law Enforcement
 I. Organized Labor
 J. Industry Consultant
 K. Other

R. Bus Fleet Operations
 L. School District owned Fleet
 M. Contract owned Bus Fleet
 N. Private School owned Fleet
 O. College or University owned Fleet
 P. Transit Bus Fleet

C. Suppliers/Manufacturers/Operators
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 R. Component Supplier
 S. School Bus, Chassis Dealer or Distributor

2. Which category best describes your title/position? (check only one)

A. Public & Private Schools
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 B. Special Ed Transportation Supervisor or Director
 C. Driver/Safety Trainer or Instructor
 D. School Bus Mechanic/Maintenance
 E. School Bus Driver (# of drivers this location _____)
 F. School Bus Dispatcher
 G. School Superintendent or Principal
 H. School Business Official
 I. School Board Member

K. School Bus Contractor/Supplier/Agent/Distributor
 L. President, CEO, Owner, Upper Management
 M. Middle Management
 N. Maintenance Management
 O. Sales, Marketing
 P. Consultant

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TRANSPORTING Students with Disabilities

THE ONLY INDEPENDENT NATIONAL NEWS SERVICE ON SPECIAL EDUCATION TRANSPORTATION

History in Making: Everest & Jennings, Invacare Meet with Student Transporters

Volume 3 Number 5

March 13, 1992

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The dialogue has begun! For the first time, representatives of the nation's largest wheelchair manufacturers and school transportation officials met and talked together about safe transportation of disabled students in wheelchairs.

The forum was the 1st National Conference and Exhibition on Transporting Students with Disabilities, held March 4-7 in Dallas, TX. Sponsors of the meeting were the Editor and Publisher of this newsletter.

While officials from both Everest & Jennings and Invacare Corp. told the more than 350 conferees present that they had turned their backs on the issue in the past, they both committed to address it.

Robert M. Smith, Director of Legal Affairs for Everest & Jennings, vouched: "I am here today to tell you this -- we cannot sit in a vacuum. We cannot put our heads in the sand....We are going to jump feet first into this area."

Pressed on the question of where to attach tie-downs to the chair frame, Invacare Vice President James R. Thaler told the group: "When we meet in July, I'll have the answer." Both Smith and Thaler promised to keep the dialogue going, and a tentative meeting of key officials is set for this summer.

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