



## The Driver's Seat

Fall 2019-2020 School Year



410-751-3229

## DIRECTOR'S CORNER

### Director:

Michael Hardesty

### Supervisor:

Keith Shorter:

Out-of-County Special  
Needs, Liberty, Century  
& South Carroll High  
Areas

### Area Supervisors:

John O'Meally:

Manchester Valley and  
Francis Scott Key High  
Areas

Scott Parsons:

Winters Mill &  
Westminster High Areas

Kristin Ebert:

In-County Special Needs

Anita Stubenrauch:

Operational Performance

### Driver Instructors:

Scheneeka Weeden

Angela Williams

Chasity Foerster

### Planner/Analysts:

Kim Gold &

Lauren Rose

### Routing Associate:

Pat Wall

Jill Fulton

### Support Staff:

Cindy Washick



Another school year began on Tuesday, September 3, 2019 and thanks to the hard work of many, I'm pleased to say that we had another very successful school opening. Over 23,000 CCPS students were safely delivered to school on a total of 187 regular education buses and 71 buses serving students requiring specialized transportation. While there were a few buses that exceeded our capacity standards necessitating some route changes, drivers, schools and most parents displayed understanding and patience as the area supervisors worked to resolve these situations as quickly as possible.

A great job by all!

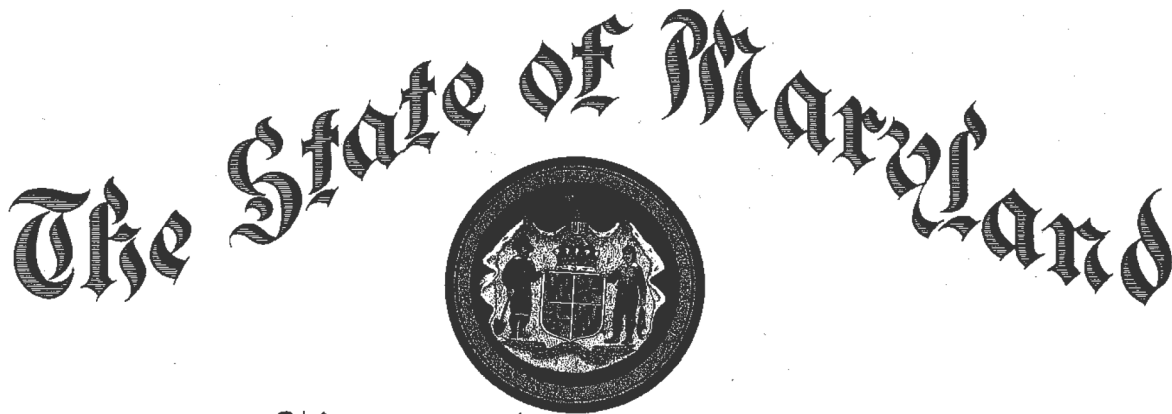
While many school districts across our state and the nation have been experiencing school bus driver shortages, this issue has begun to be felt now in Carroll County. The Transportation Services Department has distributed posters throughout the county encouraging residents to consider driving a school bus. In addition, the school system's *School Messenger* email system has been used to send a message to all parents to consider driving a school bus. Of course, the best advertisement and recruiting strategy may be for current school bus drivers to spread the word about the need for bus drivers and the personal rewards and satisfaction that come with driving our students to and from school. Please consider passing the word to neighbors and friends of our need for school bus drivers.

October 29-31 and November 5-7 are the dates for the upcoming fall bus inspections. Drivers are reminded to carefully examine their bus (inside and out) as part of their pre-trip inspection and report any problems or issues such as torn seats to their contractor so these issues can be quickly corrected. In preparation for the winter season, all automatic chains will be checked during this fall inspection. Let's make sure that all buses come to inspection in tip top shape.

Finally, October 21-25, 2019 has been designated as *School Bus Safety Week* (see Governor Hogan's proclamation later in this newsletter). The week is dedicated to honoring the many folks, especially our bus drivers and assistants, that make sure our students are delivered safely to school each and every school day. I have said many times that I believe we have one of the best transportation programs anywhere in the nation. That is due to the care and attention of many, but especially our school bus drivers, bus assistants, contractors and driver instructors.

Let's continue to lead the way!





# The State of Maryland

## Proclamation

*From the Governor of the State of Maryland*

### SCHOOL BUS SAFETY WEEK

**OCTOBER 21 - 25, 2019**

- WHEREAS,** *It is fitting that Maryland citizens recognize that 7,258 yellow school buses transport daily 641,239 students to Maryland schools, representing 74 percent of the total student population; and*
- WHEREAS,** *Maryland has 9,008 school bus drivers employed by local school systems that must achieve special training prior to earning their school bus drivers endorsement, issued by the Maryland Department of Motor Vehicle Administration, with an additional six hours of in-service training given during the school year; and*
- WHEREAS,** *During the year, these fleets cover over 125 million, 565 thousand miles and operate in all types of weather conditions and have an outstanding safety record despite the ever present danger of cars running their warning lights; and*
- WHEREAS,** *Maryland is pleased to join the nation in recognizing School Bus Safety in all of our 23 counties and Baltimore City and the hard work that our school bus drivers do keeping Maryland students safe.*

**NOW, THEREFORE, I, LAWRENCE J. HOGAN, JR., GOVERNOR OF THE STATE OF MARYLAND, do hereby proclaim OCTOBER 21 - 25, 2019 as SCHOOL BUS SAFETY WEEK in Maryland, and do commend**

*Given Under My Hand and the Great Seal of the State of Maryland,*  
 this 21<sup>st</sup> day of October  
 Two Thousand  
 and nineteen



*Lawrence J. Hogan, Jr.*  
 Governor

*Robert H. Lathrop*  
 Lt. Governor

*John C. Womack*  
 Secretary of State

**FMCSA (Federal Motor Carrier Safety Administration) Drug and Alcohol Clearinghouse**

The clearinghouse is a secure, online database that will give employers real-time information about CDL driver drug and alcohol violations; thereby, enhancing safety on our Nations roadways.

**For Contractors:** The online registration is now open and must be completed by January 6, 2020. All contractors must register by this date.

**For CDL drivers:** All drivers are encouraged to register, but only new CDL holders will be required to register after January 6, 2020.

**Clearinghouse Q & A****1. Do drivers need to preregister for the Clearinghouse?**

**No.** Drivers do not need to pre-register unless they are changing employers after January 6, 2020. Registered drivers will be allowed to view information about their CDL in regard to the clearinghouse. Contractors will complete an annual check by using a limited query into the database. If the query returns results that there is data on the driver, a full query will be completed on that driver. Each full query will require consent from the driver and they will need to register in the clearinghouse.

**2. If a driver refuses to consent, will that cause them to lose their driver's license?**

**No;** however, the driver will not be allowed to drive a bus or perform any safety sensitive functions without giving consent.

**3. Will any agency be exempt from the query fee?**

**No,** everyone needs to pay for the query. Each query is \$1.25

**4. If you are not tech savvy, will there be a way to work around this?**

**No,** registration will require an email address and will only be available online. Registration will require multiple authorization checks, please do not wait until the last minute.

**5. Will the clearinghouse be mobile-friendly?**

**Yes,** you will be able review and enter information on your mobile device.

**6. Who is responsible for telling bus drivers about the clearinghouse?**

**FMCSA** is doing a number of outreach events to help drivers. If a contractor does a full query on a new CDL driver and the driver is not registered, the new driver will receive a physical letter in the mail with information about the clearinghouse and how to register.

**7. What is the difference between a limited query and a full query?**

The limited query is an annual check on all currently-employed drivers. If no records are found in the clearinghouse, no further action is required. If records are found on a driver, a full query needs to be completed on that driver. A full query is also required by all new drivers as a part of the pre-employment check.

**Please continue to get news and monitor updates at:**

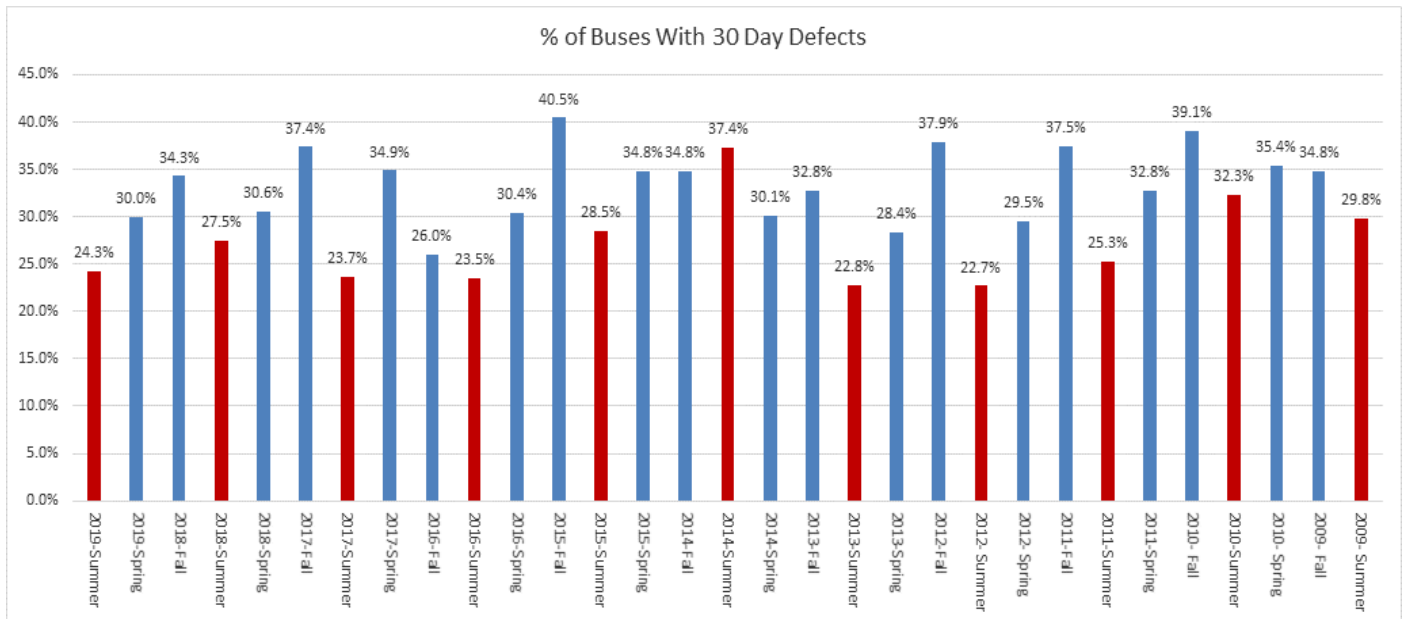
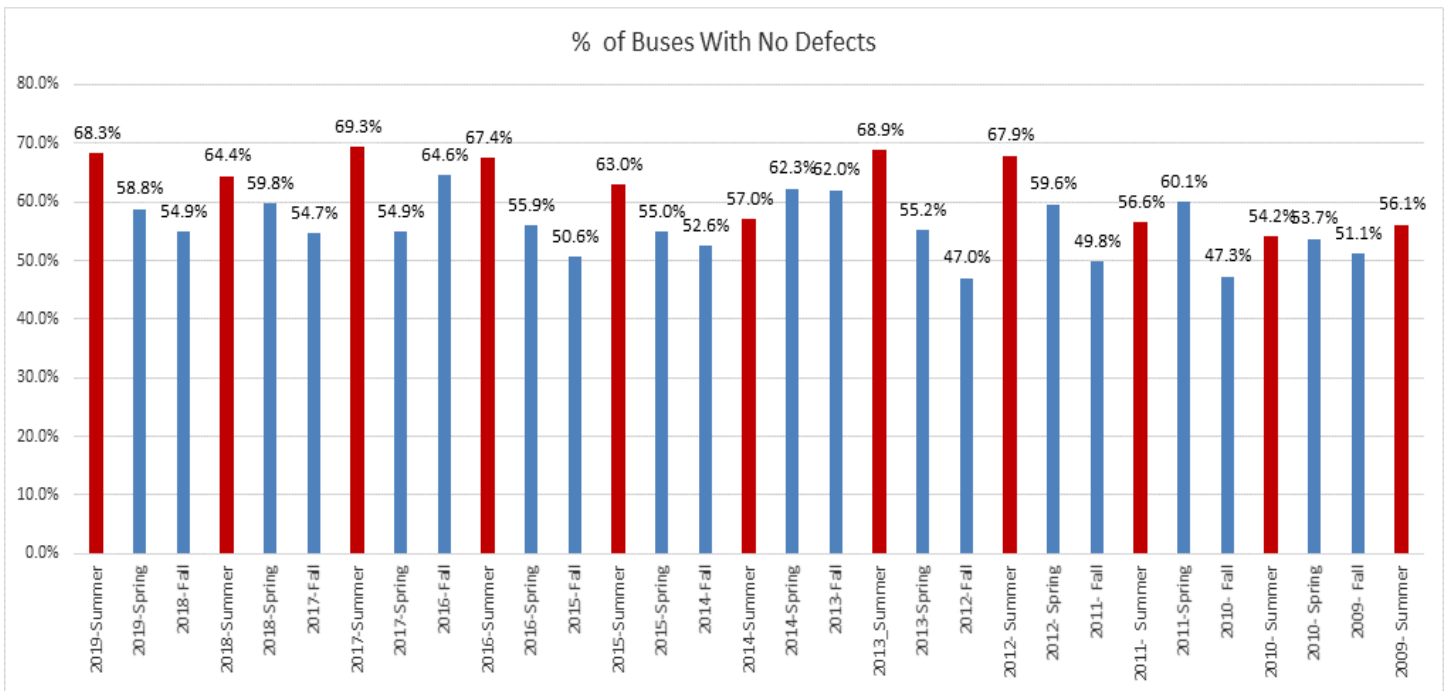
<https://clearinghouse.fmcsa.dot.gov>

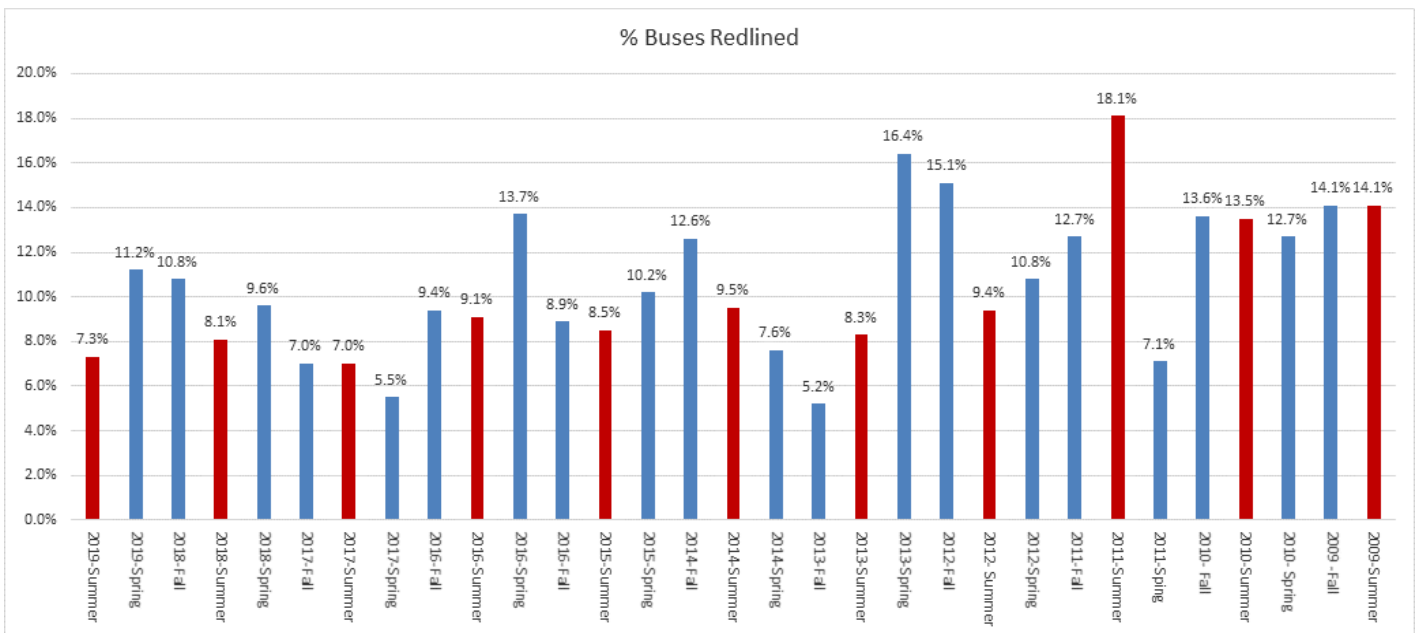
## SUMMER BUS INSPECTION

The summer 2019 bus inspection was held the week of August 19th through August 22. Three hundred buses were inspected. The results are highlighted below:



<b>Buses passed</b>	<b>68.4%</b>
<b>Buses with 30-day violations</b>	<b>24.3%</b>
<b>Buses with Redline violations</b>	<b>7.3%</b>





During the bus inspection, the most commonly occurring 30-day defects, in order of their frequency, were: body and paint condition, fluid leaks, miscellaneous, upholstery and exhaust system. The most commonly occurring major defects were: warning lights, fuel leaks, tires, exhaust leaks and parking brakes. The chart below shows the exact breakdowns:

**TOP FIVE DEFECTS**  
Summer 2019

MINORS		MAJORS	
Defect	Frequency	Defect	Frequency
Body Paint and Condition	18	Warning Lights	6
Fluid Leaks	12	Fuel Leaks	4
Miscellaneous	12	Tires	3
Upholstery	6	Exhaust Leaks	2
Exhaust System	8	Parking Brakes	2

Generally, the buses came through inspection in good condition. It is always noticeable and appreciated when contractors take the extra time and effort to clean up buses inside and out. Not only does it show your pride of ownership to our office, it is good public relations with the citizens of Carroll County to see a clean and well-maintained bus. Most importantly, a bus that comes through inspection clean and in good working order demonstrates that the bus has been well-maintained over the life of the bus. For those of you who take the extra effort to “spit shine” your buses, we thank you.





### “Where Can I Pull Over To Make a Phone Call?”

So you hear the phone ring on your bus phone. Where can you pull over to check your phone and/or return the call?

You may have this experience regularly or you may have never had this experience. Chances are good though that you will receive a call and have to answer that important question.



CCPS Transportation Services Department Policy simply says that the call cannot be taken or made “while the bus is in motion and/or operating on the travel portion of the road.” A bus is considered “in motion” if it is moving, regardless of where the bus is located, even on a contractor lot or school property. According to state law, “in motion” also includes a vehicle that is stopped at a red light, stop sign, or in traffic congestion.

The more difficult restriction to understand relates to the “travel portion of the road”. The “travel portion” includes travel lanes, turn lanes, and decel/accel lanes. On many roads, the non-travel portion of the road can be interpreted simply as the area to the right of the solid white line, provided the shoulder has pavement to safely contain the width of the bus. A gravel, grass, or dirt area would not meet this criteria. Many neighborhoods, however, do not have solid white lines as a guide. If no white lines exist, the bus may be secured in a pavement area that is acceptable for vehicle parking.

Whenever possible, calls should be received and made when no students are on board, either at a school or at the “child check” location. Some emergency calls, such as a mechanical problem or bus accident, should be made regardless of the presence of students. The TSD and your contractor should only be calling your bus while students are on board for a true emergency situation such as a misplaced student.

### SPECIAL NEEDS REMINDERS



This school year opening has been very positive for our special needs students, thanks in large part to the superb job done by the drivers, assistants and contractors. Thanks for all that you do for our students.

- Attendance should be taken every day for the **a.m., midday and p.m.** runs. This information is needed for the state audits.
- If a student has not been riding for five consecutive days, please notify your contractor and the Transportation office.
- All changes to a student’s schedule, pick up and drop off locations, needed equipment or other vital changes **MUST** go through the school and then the Transportation Department for approval. (Advise the parent to contact the school if they ask you to change anything.)
- If the information on the student’s profile sheet is incorrect, i.e., phone number, contacts or equipment, call the Transportation Services Department @ 410-751-3229 for support.





## Be Aware – Show you Care



♥ AMBER ALERT ♥ INOBTR ♥ BOTL ♥ PSC ♥ NCMEC ♥ MHTTF ♥

Many of you are familiar with an Amber Alert. Does anything else look familiar?

We are beginning a newsletter series on student safety and the resources and information available to our CCPS bus drivers related to child abuse, neglect, and trafficking. Nationally, school bus drivers transport over 25 million students every day, and here in Carroll County, we transport over twenty three thousand students every day. That is twenty three thousand opportunities to make a difference in someone's life. Every day, our drivers provide outstanding customer service to our students through safe transport, a friendly greeting in the morning and a kind send off in the afternoon. Drivers see children coming and going from their home environment, placing them in a unique position to observe our students during that transition period. CCPS drivers also travel over twenty-five thousand miles every day and have the opportunity to observe our community in detail compared to the average citizen. Bus drivers can be the eyes and ears of safety for our students and our community.

Not in my backyard? If you think we are immune to these national epidemics, consider the following information:

- \* In 2009, a woman in Westminster was convicted of trafficking a 17-year-old girl.
- \* In 2019, a Manchester resident was indicted for kidnapping and trafficking.
- \* In 2014, the Maryland Human Trafficking task force reported rescuing 396 survivors of trafficking in Maryland (from mdhumantrafficking.org).
- \* In 2015, Maryland investigated 20,623 of over 50,000 reported cases of child abuse and neglect (from cwla.org).

This introduction provides you as drivers with an opportunity to learn more about how you can enhance your link in the chain of student safety. In future newsletters, we will look at some of the national organizations and supplemental training our drivers have the opportunity to participate in related to student and community safety. If you see something, report it to your area supervisor and your contractor.

We encourage all of our drivers to take some time to review the websites we are sharing, and begin the journey to "Be Aware and Show You Care." For more information, please visit these websites.

Amber Alert: <https://www.amberalert.gov/>  
 Project Safe Childhood (PSC): <https://www.justice.gov/psc>  
 I Know Better (INOBTR): <http://inobtr.org/about/>

Busing on the Lookout (BOTL): <https://truckersagainsttrafficking.org/bus-training/>

National Center for Mission & Exploited Children: <http://www.missingkids.com/home>

Maryland Human Trafficking Task Force: <http://www.mdhumantrafficking.org/>

## DRIVER INSTRUCTOR CORNER



Fall bus evacuations have begun. As stated in the CCPS driver handbook, all students who ride a bus should be aware of the appropriate evacuation procedures in the event an emergency evacuation becomes necessary. In the interest of safety, all drivers should conduct an emergency evacuation drill utilizing both the service (front) door and the emergency door at least twice a year when they unload at the schools. This approach does not take any more time than a regular unloading procedure. The three evacuations that should be conducted are the front service door, rear emergency door and the “split” front and rear door evacuations. Transportation understands there has been concern over driver’s performing the “sit and slide” evacuation procedure out the rear door. Please be advised that during evacuation drills, drivers are not required to evacuate .

**COMING TO A SCHOOL NEAR YOU...BUSTER THE BUS!**

Buster the bus has started his tour of Carroll County, visiting our elementary schools to give pre-K and kindergarten students a fun filled, interactive, and informative presentation on school bus safety.

**The Bus Ride**

By Erin Weingoertner

Each day we ride the bus to school.  
We listen and follow every rule.  
Inside we keep our hands and feet.  
We always sit down in our seat.  
We use our quiet voices so the driver can hear!  
This way we stay safe all year!



# *THE DRIVER'S SEAT*

## Carroll County Public Schools 2019 – 2020 Transportation Services Calendar

### October

- 25 Special Education Route Manifests due in Transportation Services
- 29 Fall Bus Inspection (8:45 a.m. to 10:30 a.m.) Francis Scott Key High
- 30 Fall Bus Inspection (8:45 a.m. to 11:30 a.m.) Century High
- 31 Fall Bus Inspection (8:45 a.m. to 11:30 a.m.) Winters Mill High

### November

- 5 Fall Bus Inspection (8:45 a.m. to 11:30 a.m.) Manchester Valley High
- 6 Fall Bus Inspection (8:45 a.m. to 11:30 a.m.) Winters Mill High
- 7 Fall Bus Inspection Inclement Weather Makeup Day (8:45 a.m. to 11:30 a.m.)
- 8 Two Hours and Forty-Five Minutes Early Dismissal/System-wide; Closed for Pre-K and Prep Students
- 27 Schools/Offices Two Hours and Forty-Five Minutes Early Dismissal System-wide; Schools Closed for Pre-Kindergarten and Prep Students
- 28-29 Schools/Offices Closed – Thanksgiving Holiday

### December

- 2 Schools/Offices Re-open
- 23-31 Schools/Offices Closed – Winter Holiday

### January

- 1 Schools/Offices Closed – Winter Holiday
- 2 Schools/Offices Re-open
- 10 Regular Education Route Stop Sheets and Regular Education Route Manifests due in Transportation Services
- 20 Schools/Offices Closed – Martin Luther King, Jr. Holiday
- 29 Schools Closed for Students – Professional Meeting Day

### February

- 17 Schools/Offices Closed – Presidents' Day

### March

- 6 Two Hours and Forty-Five Minutes Early Dismissal System-wide; Schools Closed for Pre-Kindergarten and Prep Students-Regular Education Route Stop Sheets and Regular Education Route Manifests; Special Education Route Manifests due in Transportation Services
- 31 Spring Bus Inspection (8:45 a.m. to 11:30 a.m.) Winters Mill High

### April

- 1 Spring Bus Inspection (8:45 a.m. to 11:30 a.m.) Manchester Valley High
- 2 Spring Bus Inspection (8:45 a.m. to 10:30 a.m.) Francis Scott Key High
- 6 Two Hours and Forty-Five Minutes Early Dismissal System-wide; Schools Closed for Pre-Kindergarten and Prep Students
- 7 Spring Bus Inspection (8:45 a.m. to 11:30 a.m.) Century High
- 8 Spring Bus Inspection (8:45 a.m. to 11:30 a.m.) Winters Mill High
- 9 Spring Bus Inspection Inclement Weather Makeup Day (8:45 a.m. to 11:30 a.m.)
- 10 Schools/Offices Closed – Good Friday
- 13 Schools/Offices Closed – Easter Monday
- 14 Schools/Offices Re-open
- 28 Schools/Offices Closed – Primary Election Day

### May

- 25 Schools/Offices Closed – Memorial Day

### June

- 11 Last Day for Pre-Kindergarten Students
- 12 Last Day for Students; Two Hours and Forty-Five Minutes Early Dismissal System-wide



**CONSENT AND RELEASE****Permission to Photograph, Videotape or Audiotape**

Throughout the school year, the Carroll County Public School System frequently covers school activities and may use your child's photograph, video image, or voice for educational, informational, or public relations purposes, with or without identification by name.

If you do not wish to have your child's voice reproduced on tape or to have his/her image appear in such things as a video or a photograph, or on the school or school system website or social media, please notify the school principal in writing. It is assumed that parents and guardians consent to their children being audiotaped, photographed, videotaped, or having their image placed on a school website or social media by the school system unless such notification is received.

There are also occasions when the media cover certain school events (such as when a government leader visits a school). If you do not wish to have your child's name or likeness published by the media, you should address your concerns directly to the school involved so that the media is so advised. Please be advised that the school system has no control over the media when they are covering activities such as sporting events and musical programs that are open to the public.

**Use of Student Work on Websites or in Publications**

There may be times throughout the year when the Carroll County Public School System wishes to display student work on school websites, social media, or in publications. If you do not wish to have your child's art, poetry, writing, etc. appear on school websites, social media, or in publications, please notify the school principal in writing. It is assumed that parents and guardians consent to their child's work being displayed on school websites, social media, or in publications unless such notification is received.