

Workforce Development Report
New York State Education Law §3638(5)(c)
Transition to Zero-Emission School Buses

School: Belfast Central School

School Year: 2026-27

Board of Education Approval: September 8, 2026

I. Purpose

In accordance with New York State Education Law §3638(5)(c), this Workforce Development Report has been developed to support Belfast's transition from traditional diesel-powered school buses to zero-emission school buses (ZESBs). The purpose of this report is to evaluate workforce impacts, identify training needs, and establish a comprehensive plan to ensure current employees possess the knowledge and skills necessary to safely operate, maintain, and support zero-emission transportation systems.

Belfast CSD is committed to minimizing workforce disruption while providing employees with opportunities for professional growth through training and retraining.

II. Current Transportation Workforce

Position	Current Employees	Primary Responsibilities
Transportation Supervisor/ Mechanic	Jeremy Marsh	Transportation operations, compliance, scheduling; Vehicle maintenance and repair
School Bus Drivers	Dixie Middaugh Andy Mountain Ted Gordon Linda Keys Pat Histed Tracy Slaughter (and 3 Substitutes)	Student transportation
Bus Monitors/Aides	Joel Evans Kim Ralyea Tammy DaHill Jessica Buchholz Joleen Middaugh	Student supervision
Administrative Support	Gina Larrabee	Records

III. Workforce Impact Assessment

Estimated Workforce Changes During the Life of the Proposed Purchase or Lease

The Belfast CSD has evaluated the anticipated effects of implementing zero-emission school buses over the expected life of the proposed purchase or lease.

Positions Expected to be Eliminated--NONE

Positions Expected to be Substantially Changed

Position	Estimated Number	Nature of Change
Transportation Supervisor/ Mechanics	1	Charging schedules, fleet energy management, reporting requirements Maintenance shifts from diesel systems to electric drivetrain, battery systems, software diagnostics, and high-voltage safety
Bus Drivers	5	Vehicle operation, regenerative braking, charging procedures, pre-trip inspections

Positions Expected to be Created

The Belfast CSD anticipates that the workforce needs will be met through retraining existing employees rather than creating new positions.

IV. Workforce Skills Gap Analysis

The Belfast CSD has identified the following skills necessary for a successful transition to zero-emission transportation.

Current Skill Area	Additional Skills Needed
Diesel engine repair	Electric drivetrain systems
Mechanical diagnostics	High-voltage electrical diagnostics
Fuel system maintenance	Battery management systems
Standard safety procedures	High-voltage safety and lockout/tagout procedures
Vehicle operation	Regenerative braking and energy-efficient driving
Fleet scheduling	Charging management and route optimization
Preventive maintenance	Battery health monitoring
Basic vehicle electronics	Software updates and telematics

V. Employee Transition, Training, and Retraining Plan

The Belfast CSD will prioritize retaining existing employees through comprehensive professional development and industry-recognized certification opportunities.

The Belfast CSD is investigating the New York State Department of Labor (NYSDOL) Office of Just Energy Transition (OJET) grant funding to support training programs for electric vehicle (EV) repair and maintenance. The

Transportation Supervisor

Training Topics:

- Fleet charging management
- Energy management systems
- State reporting requirements
- Grant compliance
- Fleet management software

Estimated Training Hours: TBD

School Bus Drivers

Training Topics:

- Safe operation of zero-emission buses
- Charging procedures
- Regenerative braking
- Vehicle range management
- Emergency procedures
- Daily inspections

Estimated Training Hours: TBD

Mechanics/Technicians

Training Topics:

- High-voltage electrical systems
- Battery diagnostics
- Electric drivetrains
- Charging infrastructure
- Manufacturer certification

- OSHA electrical safety
- Lockout/Tagout procedures

Estimated Training Hours: TBD

Transportation Support Staff

Training Topics:

- Charging schedules
- Fleet monitoring software
- Maintenance tracking
- Reporting systems

Estimated Training Hours: TBD

VI. Transition Timeline

Phase	Activities	Timeline
Planning	Fleet assessment, workforce evaluation	NYSERDA Study completed
Infrastructure	Charging installation and facility preparation	NYSERDA Study completed
Initial Training	Supervisor/mechanic, drivers	TBD
Vehicle Delivery	Acceptance and inspections	TBD
Operational Transition	Fleet deployment and mentoring	TBD
Ongoing Training	Annual refresher training and certifications	TBD

VII. Estimated Training Budget

Category	Estimated Cost
Driver Training	\$5,000 (10 @ \$500)
Mechanic Certification	\$5,000
High-Voltage Safety Training	\$4,000
Manufacturer Training	\$5,000
Charging Infrastructure Training	\$5,000
Professional Development Materials	\$ _____
Travel/Registration	\$ _____
Substitute Coverage/Overtime	\$ _____

Category	Estimated Cost
Miscellaneous	\$1,000
Total Estimated Training Budget	\$20,000

VIII. Workforce Retention Strategy

The Belfast CSD intends to retain its existing transportation workforce throughout the transition by:

- Providing all required training at no cost to employees.
- Offering paid training during regular work hours whenever possible.
- Utilizing manufacturer-supported certification programs.
- Partnering with regional BOCES, community colleges, transportation associations, and equipment manufacturers for specialized instruction.
- Providing ongoing refresher training as technology evolves.
- Cross-training transportation staff to maximize operational flexibility.
- Incorporating zero-emission transportation competencies into annual professional development plans.

IX. Monitoring and Evaluation

The Belfast CSD will annually review workforce readiness by evaluating:

- Percentage of employees completing required training.
- Number of employees earning manufacturer or industry certifications.
- Vehicle reliability and maintenance performance.
- Driver proficiency with zero-emission vehicle operation.
- Safety incidents related to electric vehicle operation or maintenance.
- Employee feedback regarding training effectiveness.
- Future workforce needs as additional zero-emission vehicles are acquired.

Necessary updates to this Workforce Development Report will be made as additional zero-emission buses are purchased or leased and as workforce requirements evolve.

X. Certification

The Board of Education certifies that this Workforce Development Report has been developed in accordance with the requirements of **New York State Education Law §3638(5)(c)** and will be

reviewed and updated as necessary throughout Belfast's transition to zero-emission school transportation.