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School District Mission
PGCPS will be a GREAT school system recognized for providing education services, which ensure every student in our diverse school district graduates ready for college and careers in a global society.

Transportation Mission
To deliver efficient transportation and fleet services that enable all students to arrive at their destination safely and on-time every day.
1. Support safe and supportive environments by providing safe transportation and reliable fleet services

1. Support organizational effectiveness through improved communications and customer service

Core Services and Outcomes

- Promote a safe and supportive environment on school buses and in offices
- Maintain a safe and reliable school bus fleet
- Be proactive in communications with stakeholders
- Deliver excellent customer service
- Develop efficient routes
Participants will gain knowledge and understanding with the following:

☑ Transportation as a Related Service/MSDE TA Bulletin #16-01

☑ Transportation Accommodations & Modifications

☑ Training for Bus Drivers and Aides

☑ Resolving Transportation Complaints

☑ Questions When Transporting Students Receiving Special Education Services

In 2003, OSEP issued a memorandum entitled, *Ensuring Safe and Appropriate Transportation for Children with Disabilities*. It states:

“Transportation providers play an integral role in the school lives of many children, including children with disabilities, which makes effective communication between the school and the providers essential. We believe that, for the safety and well-being of all children who ride school buses, including children with disabilities, it is crucial that they are appropriately and effectively transported by well-informed and well-trained transportation providers.”
• What is the Role of the Special Education Transportation Coordinator?
  • Works closely and collaboratively with the Department of Special Education and school partners to ensure the provision of transportation services for students with disabilities within comprehensive and special school settings
  • Represents the Department of Transportation at IEP meetings
  • Works with transportation operations staff in developing bus routes and placing students on appropriate routes
Handout

Parking Lot for Questions: 
Transportation (Part B) includes—

(i) “Travel to and from school and between schools, 

(ii) Travel in and around school buildings, and 

(iii) Specialized equipment (such as special or adapted buses, lifts, and ramps) if required to provide special transportation for a child with a disability.”

(34 CFR §300.34 (c)(16)

It is recommended during an IEP meeting that qualified personnel determine if a child with a disability requires the related service transportation.

Discussions should include:

- pick-up and drop-off location;
- length of ride time to and from the school;
- additional personnel needed for transport;
- specialized equipment needs;
- other supports as needed

A transportation representative as a part of the IEP Team can provide valuable information that is critical in the development, review, and revision of a student’s IEP.
Do most students with disabilities and IEPs need special transportation?

No. Most children with disabilities are able to use the same transportation system as their classmates who don’t have disabilities. Sometimes just adding special equipment or aides to the school bus is all that is required of a student with a disability.

Students who are granted a special transfer requests are not entitled to transportation services.

Accommodations & Modifications

Do you have an Escape Artist?

Introducing the New “Houdini proof” MAX Vest from E-Z-ON Products

Something “special” to meet the unique needs of a child
Students with Mobility Needs
Wheelchair Types

Transit model features four-point vehicle tie-downs and additional safety features.
Parental Responsibility

- Chair size
- Book bag and O2 tank security
- Chair integrity
  - Wheels
  - Frame
  - Battery (manual mode for power chairs)
  - Brakes
  - Cleanliness
Can I request that the vehicle providing transportation to my child have specialized equipment?

One issue that arises is air-conditioning for students with disabilities. (Question 6 on MSDE TA Bulletin)

Climate-controlled transportation is not explicitly required under the IDEA.

If an IEP team determines that a child needs climate-controlled transportation....and the child’s IEP specifies that such transportation is necessary, the school system must provide this special transportation at no cost to the parents.
Non-Public Transportation Services When PGCPS is Closed:

- PGCPS provides transportation services based on the current non-public school calendar.
- When PGCPS is on spring break, we continue to transport for non-public schools that remain open. When non-public schools are on spring break, PGCPS does not provide transportation.
INCLEMENT WEATHER ANNOUNCEMENTS

• Decisions are made between 5:00am-6:00am which must be authorized by the CEO or designee and announced by 6:30am

• Two-Hour Delays: NO Work-Study/ECC/Pre-K/Field Trips/Special Education Programs

• Non-Public Schools: May follow their local jurisdiction protocols. The decision to extend reduced schedule days on a two-hour delay is at the discretion of the non-public school.
What is the maximum amount of time my child may spend on a school bus traveling to and from school?

• Federal regulations do not address allowable travel distance or length of ride on a school bus to and from school.

• When considering an educational placement, the distance to and from school and the specific length of ride time must be considered—the placement closest to the student’s home address is considered first.

• Critical to the consideration is that the length of ride time does not prevent the child from receiving a school day commensurate with his/her non-disabled peers, including both arrival and departure time.
Pick Up and Drop off Determination
Curb to Curb

• Neither IDEA nor Section 504 of the Rehabilitation Act specifically addresses whether transportation should be from a designated bus stop or from the curbside in front of a child's home. This decision is left to the IEP team and based upon the individual needs of the child.

• It is not door to door service….. it is curb to curb service.
Confidentiality

Students with disabilities are protected under several laws and regulations: These laws require that bus drivers and attendants refrain from:

• Discussing students with anyone other than the student’s parent/guardian or school staff
• Talking about problems in front of the student
• Gossiping or complaining about a student or situation

At **NO TIME** may a school bus team member share information about a student with anyone other than that student’s parent/guardian or school personnel. The only exception would be in the event of an **emergency**.
Protocol for Reviewing Video Tapes of School Buses

1. All requests for reviewing tapes on school buses will be requested through the Transportation Supervisor / Bus Lot Foreman.

2. The school bus is routed to the Skyline Administration Building for removal of the video drive.

3. Transportation Department employee will retrieve the video, review the content and make a copy to be shared with appropriate school personnel.
Training for Bus Drivers and Aides

• All transportation personnel receive annual training at In-Service:
  • Hands-on Training to support students with special health care needs
  • Use of specialized equipment—wheelchair/safety vest
  • Training on resolving bullying of students riding the school bus
  • *NEW* Crisis Prevention Institute (CPI) Nonviolent Crisis Intervention Training offered for Transportation through Safe Schools Grant
Evacuation Training is performed biannually by school bus staff and school administration staff.

In addition to annual training these topics are discussed throughout the year school in our monthly safety meetings.

Drivers and Attendants may attend additional trainings at the beginning and as needed throughout the year.
How will bullying on my child’s school bus be addressed?

- It is essential to immediately address any known bullying that occurs on a school bus in order to restore a safe transportation environment.

- All bullying incidents are to be documented by school bus staff and reported to school administrators for a thorough investigation.
Resolving Transportation Complaints

PGCPS

• How are complaints about a bus driver or aide best directed?
  • The complaint should start at the school level with the school-based transportation coordinator or IEP case manager.
  
  • Contact the Transportation Department (301) 952-6570 to report the concern. 6am - 6pm Monday – Friday
  
  • Transportation Service Request System (PGCPS Transportation website)
Transportation Service Request System

Need transportation help, have a concern?
For assistance with bus stop changes and related issues, click HERE or call the Transportation Phone Bank at 301-952-6570, Monday through Friday, 6 a.m. to 6 p.m. For problems after regular office hours, call School Security at 301-499-7000.

Transportation Service Request System- Constituents

Each year PGCPS Transportation receives hundreds of requests to move bus stops based on a variety of reasons, e.g., parent/student work schedules, marital situations, walking distances too far, ride too long and can't see the stop from my house. These reasons, although a concern for parents, cannot be all accommodated. Current bus stops were determined based on safety and efficiency per Administrative Policy 3541. All submitted requests are reviewed. After review by the Transportation Department, notification will be sent regarding the determination of your request.

* Required

Submitter's Name
Please list your first and last name.
Your answer

Please list your phone number.
Please use only numbers.
Your answer

Please list your email address
Your answer

What is the reason in contacting transportation? (bus stop change or transportation concern) *

- [ ] Bus Stop Change Request
- [ ] Transportation Concern

NEXT
• **What is the protocol for resolution?**
  • The concern is forwarded to the appropriate transportation supervisor who conducts a thorough investigation.
  • If the concern is regarding accommodations provided through transportation, the transportation coordinator for special education will be included.
  • Upon completion of the investigation, the transportation supervisor will take appropriate action.
Communication with Parents and Families
• **Real-Time Alerts on Bus Arrival**
  - Proactive service

• **Live lookup of Bus Location**
  - Peace of mind
TRANSPORTATION INFORMATION

PLEASE VISIT OUR TRANSPORTATION WEBSITE FOR MORE INFORMATION

https://www.pgcps.org/transportation/
Transportation Frequently Asked Questions

Transportation's most frequently asked questions.