

INTEROFFICE MEMORANDUM

TO: BRYCE THOMPSON AND BOARD OF EDUCATION
FROM: MEAGHAN MATUSZAK 
RE: DRIVERS EDUCATION
DATE: 3/16/2018

Per your request, I have researched the feasibility of starting a Driver's Education Program. The following is an outline of two options:

Proposed Driver Education Course Options

Credit-Bearing-During Instructional School Day

A NYS-DTSE (Driver and Traffic Safety Education) course may be offered during the regular school day. In doing so, the school district must ensure that:

- a. one-half (1/2) unit of elective credit be granted to students who complete an approved NYSED-DTSE course;
- b. taught by an appropriately certified teacher holding a NYS-DTSE approval; and
- c. students are not charged a fee for participation in the course

Credit Bearing could cost as much as \$85,360.

If we were to hire a teacher full time at Step 1 to teach drivers education (salary cost is approximately \$62,760.00.) We would have to purchase and insure a vehicle at a cost estimate of \$20,000. Our District attorney advised us that the district is not permitted to enter into a lease agreement for a car. Budget is voted and approved on an annual basis. Car would need to be modified to meet SED imposed qualifications and equipment, including dual control breaks, additional rear view mirrors, eye check mirrors, and reflective devices along with proper signage. Additionally, we would need to budget for course materials and supplies at approximately \$2,600. Understand that the district would solely be responsible for entire cost of the program.

DMV approved outside organization could teach the laboratory portion of the course (driving) however; a certified teacher would need to teach the instructional component.



Tuition-Based- Outside Instructional School Day or Summer Break

A NYS-DTSE (Driver and Traffic Safety Education) course may be offered outside the regular school day and a fee may be charged. In doing so, the school district must ensure that:

- a. the course is supplemental to and not part of a regular school curriculum;
- b. the course does not count as credit toward a local or regents diploma; and
- c. no student is denied access if he/she cannot pay the fee within his/her home school district as determined

District would be responsible for hiring an approved DTSE teacher to teach the course. Estimated Stipends vary from \$5,000-8,900 depending on the number of students being served. We would need to budget for course materials and supplies at approximately \$1,500. District could charge the students a per student rate to recoup much of the cost to run the program.

District would be responsible for hiring a certified teacher to teach the instructional component of the course. Administration of the course must be overseen by the school district. DMV approved outside organization could teach the laboratory portion of the course.

***Note: All assumptions are based on operating a summer program**

Cost of Modifying District Vehicle (Van) to be utilized as Drivers Education

We have confirmed that a van qualifies to be used as a driver's education vehicle; therefore the district would not need to purchase a separate vehicle to be used for the driver's education assuming the district chooses to only operate a summer program. However, the van would have to be modified to install a Driver Education eval training brake at a cost of \$1,295.00. Additional modifications would include an additional rear view mirror, reflective devices, proper signage, etc. at an estimated cost of \$1,000.

Drivers Education Teacher

The next courses to begin certification start in the Fall of 2018. The total cost to become certified is \$4,850. The cost broken down is \$800 Risk Management Course, \$1,350 Traffic Safety I, \$1,350 Traffic Safety II, and \$1,350 Traffic Safety III for a total of 12 credits. This process could take up to one year to complete.

The District has been approached by a teacher who is interested in becoming certified.

Application Process

In order for a school district to have a Driver's Education program, there is an application process that must be submitted to NYSED. Approval from NYSED can take quite some time as they only have one staff member who reviews these applications and first priority goes to schools that already have a program and are looking to renew their program.

Driver's Education Program through BOCES

Our District could run the Driver's Education program through the BOCES Coser for an estimated cost of \$11,160 (covers 24 students). BOCES does not currently have an instructor available; however they would be willing to hire our teacher if they possessed the required certification. The district would be eligible to receive aid on the program, which is currently 69.2%. If the district utilizes our own vehicle we will receive a refund of \$500. In addition, BOCES will reimburse the district for the cost of fuel. The district would be responsible for purchasing textbooks for the instructor.

***Note: All assumptions are based on operating a summer program**