



# NEO Transportation Annual School Transportation Reports

**EFT-21**

Transportation Safety and Training Report

October 22, 2018

# Report Requirements

- Report opens July 1
- Report closes October 15
  - Data can be entered only when the report is open
- All questions must be answered
  - If the answer is zero enter 0

# Landing Page

 From Maine Department of Education

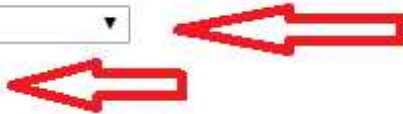
Dashboard Home Admin Vehicle Inventory and Requests Annual Data Reports Help

## EFT-21 Transportation Safety and Training Report

SAU/District:

Fiscal Year:

Status:



Annual data can only be reported between July 01, 2017 and October 15, 2017 this year.


Export to Excel

Search:

SAU/District	Status	Certification Date	Navigation
Acadia Academy	Open		<a href="#">Create</a>



# EFT-21 Status – Will Fill Automatically As Each Report Section is Completed

 From M

Dashboard Home Admin Vehicle Inventory and Requests Annual Data Reports Help

## EFT-21 Transportation Safety and Training Report

District: Acton Public Schools

Fiscal Year: 2018

Annual data can only be reported between July 01, 2018 and October 15, 2018 this year.



**NOTE: Superintendent certification must occur for the report to be complete.**

### EFT 21 Status:

Submission status:

Submitted

Submitted By:

koliver@acton.k12.me.us

Certification Status:

Waiting for Certification

Submitted Date:

10/11/2018 11:26:50 AM

Certified By:

Certified Date:

# 1.0 Contact Information – Populates Automatically

## 1.0 Contact Information



**Note: Please contact your District Staff Data Administrator if SAU Contact information is not updated.**

Transportation Director:	RONALD DEEGAN	Email:	deeganr@sad44.org
Business Manager:	BRUCE POWELL	Email:	powellb@sad44.org
Superintendent:	DAVID MURPHY	Email:	murphyd@sad44.org

# 2.0 Transportation Service

## 2.0 Transportation Service



2.0.1 Are students in your SAU/district transported to or from home and school or related events?

Yes  No

If the answer to 2.0.1 is **no**,  
the form will automatically  
forward to the end for submittal

# 3.0 District Report – Part 1 Bus Drivers and Training

## 3.0 District Report

### Part 1 Bus Drivers and Training

Recording Contracted Drivers - If you have contracts for school bus service with more than one contractor, you must consolidate the information from all of the bus contractors onto one report for submission to the Department.

Example: If you have two contractors and one employs 5 drivers and one employees 7 drivers, the total drivers employed is 12. If Contractor A hired 1 new driver this reporting year and contractor B hired 2 new drivers, the total number of drivers hired this reporting year is 3. If contractor A with 5 drivers provides 8 hours of in-service training to each of their drivers and contractor B with 7 drivers provides 16 hours of in-service training to each of their drivers, then the reported hours of in-service training per driver would be the weighted average of the two contractors or:  $((5 * 8) + (7 * 16)) / (5 + 7) = 12.67$  hours. Round 12.67 hours up to 13 hours. When entering fractions round the final number up if the fraction is 0.50 or greater and round down if the fraction is 0.49 or less.

- |       |   |                                 |
|-------|---|---------------------------------|
| 3.1.1 | Total number of male drivers employed (full and part-time) during this reporting year:                                | <input type="text" value="10"/> |
| 3.1.2 | Total number of female drivers employed (full and part-time) during this reporting year:                              | <input type="text" value="11"/> |
| 3.1.3 | Number of new bus drivers hired this reporting year:  | <input type="text" value="0"/>  |
| 3.1.4 | Number of new hires completing at least 8 hours of initial driver training during this reporting year:                | <input type="text" value="0"/>  |
| 3.1.5 | Total number of drivers completing in-service training (conferences, seminars, workshops) during this reporting year: | <input type="text" value="21"/> |
| 3.1.6 | Average number of in-service training hours, per driver during this reporting year:                                   | <input type="text" value="30"/> |
| 3.1.7 | Total number of drivers, mechanics and directors who attended training during this reporting year:                    |                                 |

**Maine Regional School Transportation Safety Conference**

- |         |  | Drivers                        | Mechanics                      | Directors                      |
|---------|--|--------------------------------|--------------------------------|--------------------------------|
| 3.1.7.1 | Southern Maine   | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> |
| 3.1.7.2 | Mid-coast Maine  | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> |
| 3.1.7.3 | Central Maine  | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> |
| 3.1.7.4 | Western Maine  | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> |
| 3.1.7.5 | Northern Maine   | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> |
| 3.1.7.6 | Downeast Maine   | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> |
| 3.1.8   | Total number of drivers, mechanics and directors who attended training during this reporting year: |                                |                                |                                |

**Maine Regional School Transportation Safety Conference**

- |         |           | Drivers                        | Mechanics                      | Directors                      |
|---------|-----------|--------------------------------|--------------------------------|--------------------------------|
| 3.1.8.1 | Sugarloaf | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> |

# 3.0 District Report – Part 2 Security Training for Transportation Directors

## Part 2 Security Training for Transportation directors



3.2.1 Did the Transportation Director complete the following Required Security Training:

3.2.1.1 IS-100.SCa: *Introduction to the Incident Command System for Schools*

Yes  No

3.2.1.2 IS-200: *ICS for Single Resources and Initial Action Incidents*

Yes  No

3.2.1.3 IS-700: *NIMS, An Introduction*


Yes  No

3.2.1.4 IS-800.B: *National Response Framework, An Introduction*

Yes  No



# 3.0 District Report – Part 3 Students and Training

Part 3 **Students and Training** 

Recording Students - To calculate the number of students transported use the following formula: number of full-day riders in the morning plus number of full-day riders in the afternoon divided by 2 plus number of half day pre-K and K riders in the morning plus number of half day pre-K and K riders in the afternoon.

	PreK-8	9-12	
3.3.1 Average total <u>resident students</u> transported daily by your district during this reporting year:	<input type="text" value="246"/>	<input type="text" value="97"/>	
3.3.2 Average total <u>non-resident</u> students transported daily by your district during this reporting year:	<input type="text" value="10"/>	<input type="text" value="3"/>	
3.3.3 Average total <u>resident students</u> transported by another district or private school during this reporting year:	<input type="text" value="0"/>	<input type="text" value="0"/>	
	<b>Totals</b>	<b>256</b>	<b>100 356</b>
3.3.4 How many students from your total student population received training this reporting year:			
3.3.4.1 Student safe riding practices - July to December	<input type="text" value="712"/>		
3.3.4.2 Student safe riding practices - January to June	<input type="text" value="712"/>		
3.3.5 How many students from your total student population received training this reporting year:			
3.3.5.1 School bus evacuation drills - July to December	<input type="text" value="712"/>		
3.3.5.2 School bus evacuation drills - January to June	<input type="text" value="712"/>		
3.3.6 Do students who do not regularly ride a school bus receive safe riding practices and evacuation drill training during this reporting year:	<input checked="" type="radio"/> Yes <input type="radio"/> No		

# 3.0 District Report – Part 4 Crash Report

## Part 4 Crash Record



- 3.4.1 How many crashes involved school buses (\$1,000 or more property damage/personal injury or death) during this reporting year:
- 3.4.2 Number of school bus crashes considered preventable (by reasonable action of the bus driver) during this reporting year:
- 3.4.3 Number of school bus crashes that were due to bus driver error during this reporting year:
- 3.4.4 Number of school bus crashes that were due to mechanical failure of the bus during this reporting year:
- 3.4.5 Number of injuries and deaths resulting from school bus related crashes during this reporting year:

	Injured	Killed
3.4.5.1 School Bus Drivers	<input type="text" value="0"/>	<input type="text" value="0"/>
3.4.5.2 School bus passengers (student)	<input type="text" value="0"/>	<input type="text" value="0"/>
3.4.5.3 School bus passengers (Non-Student)	<input type="text" value="0"/>	<input type="text" value="0"/>
3.4.5.4 Driver of other vehicle(s) involved	<input type="text" value="0"/>	<input type="text" value="0"/>
3.4.5.5 Injured Killed	<input type="text" value="0"/>	<input type="text" value="0"/>
3.4.5.6 Pedestrian(s) or other person(s) not traveling in a motorized vehicle	<input type="text" value="0"/>	<input type="text" value="0"/>
3.4.5.7 Students loading or unloading the bus or waiting at the bus stop	<input type="text" value="0"/>	<input type="text" value="0"/>

# Save, Submit, Certify, and Cancel Buttons

1. "Submit" must occur before "Certify."
2. Superintendent must press "**Certify**" for the report to be complete.
3. "Submit" is the last step to report the EFT-21.

NOTE: Use save or submit button to save any changes made after data has been submitted, then select Certify to certify data. Certify button will not save any changes.



Buttons are located at the bottom of the page

# Contact Information

- Technical issues
  - [medms.helpdesk@maine.gov](mailto:medms.helpdesk@maine.gov)
- EFT-21 assistance
  - [pamela.partridge@maine.gov](mailto:pamela.partridge@maine.gov)
- Program questions
  - [pat.hinckley@maine.gov](mailto:pat.hinckley@maine.gov)