

**2012 Report on Section 25 of Act 58  
of 2011**

**Driver Education 2011 Summer Study  
Report**

**Report/Recommendations to the House and Senate  
Committees on Education and Transportation**

**January 12, 2012**

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## VERMONT DEPARTMENT OF EDUCATION

### Driver Education 2011 Summer Study Report

Section 25 of Act 58 of 2011 required the Department of Education (DOE) to “explore options for restructuring the delivery of driver education.” The full text of the Legislature’s charge is as follows:

#### DRIVER EDUCATION; RESTRUCTURING

- (A) The department of education, in consultation with the department of motor vehicles, the Vermont Driver and Traffic Safety Education Association, the Vermont Superintendents Association, and other interested entities, shall explore options for restructuring the delivery of driver education to Vermonters between the ages of 15 and 20, including consideration of:
- (1) the development, implementation, evaluation, and enforcement of standards for teen driver education programs and instructors;
  - (2) the development and public dissemination of information regarding teen driver education issues;
  - (3) the creation of an advisory board to oversee all teen driver education programs, program instructors, and public communication efforts; and
  - (4) available funding sources for driver education programs and advisory board responsibilities.
- (B) On or before January 15, 2012, the department shall present a detailed restructuring proposal to the house and senate committees on education and on transportation.

The DOE convened a combination of partial and total stakeholder meetings (including others as well) on April 28, May 6, June 6, July 25, August 17, September 13, September 30, October 6, and December 27, 2011. Included in these meetings were representatives of the DOE, Department of Motor Vehicles (DMV), Vermont Superintendents Association (VSA), Vermont Principals Association (VPA), and Vermont Driver and Traffic Safety Education Association (VDTSEA).

## NHTSA Study

DMV informed us of the availability of federal funds to have the National Highway Traffic Safety Administration (NHTSA) conduct a technical assessment of Vermont's driver education program. DMV worked with the Governor's Highway Safety Program to secure the necessary funding for this study, which was conducted in Montpelier between December 5 and 9, 2011. A five-person NHTSA team spent two days interviewing a broad variety of driver education stakeholders, then spent two days writing its report, and then presented the report publicly on the fifth and final day. Vermont was the third state to go through this process. A 58-page report resulted, which by and large found Vermont to have a high-quality driver education delivery system. Notwithstanding that general conclusion, the NHTSA report does recommend ways in which the system could be improved, including through the addition of three new employees devoted to driver education (one at DOE, one at DMV, and a third to supervise and coordinate the work of the other two), and increasing the minimum classroom component from 30 hours to 45 hours, increasing the "behind the wheel" time from 6 hours to 10 hours, and adding a 10 hour "back seat observation" requirement. While many of the NHTSA report recommendations are laudable in isolation, I oppose diverting funds or contact time from other programs (either at the state level or at the local level). I also question whether the appropriation of additional funds for these purposes can be justified under the present economic conditions, and in light of the many competing governmental priorities. These issues are addressed in greater detail below. A copy of the NHTSA report is attached as Appendix A to this report.

## AAMVA Survey

At one of the early stakeholder meetings, questions were raised about how Vermont compares with other states on certain aspects of the delivery of driver education. The DMV offered to survey members of the American Association of Motor Vehicle Administrators (AAMVA), and the results of that survey are attached as Appendix B to this report.

## Recommendations

I recommend the following changes to Vermont's present delivery of driver education:

1. Amend 16 V.S.A. § 1045 to require superintendents to conduct driver education course "program approval." Superintendents presently assure program approval in all other content areas, and there is no reason to exempt driver education from this otherwise uniform practice of local control over program and curriculum. In the current practice, DOE does driver education program approval by receiving from superintendents a filled-out 2-page form on which each superintendent confirms that all of the statutory and rule-based requirements are being fulfilled. The DOE programmatic person confirms that the form is fully filled out, and that the answers reflect, on their face, compliance with the requirements of the law. On the strength of the superintendent's representation through

the form, the program is deemed approved. As CEO of all of the districts within the supervisory union, it is the duty of the superintendent to assure that all of his or her districts comply with all of the requirements of the law, and a failure to do so subjects the superintendent's educator/administrator license to potential adverse action, up to and including suspension and/or revocation. Given these protections, it is inefficient and unnecessary to require state-level program approval in this one subject matter area.

2. Leave current practices regarding DOE driver education-related staffing levels, registering and insuring of driver education vehicles, processing of grant reimbursements, issuance and regulation of driver educator license endorsements, and provision of field support, as they are.
3. Develop a secure online system for the "yellow card" process which ensures that DMV has a reliable way of assuring that license applicants have successfully completed their driver education requirements.
4. Continue to support the development of Vermont high schools' capacities for high-quality synchronous online delivery of pedagogically appropriate portions of the driver education curriculum via Learning Network of Vermont (LNV). Note: LNV will soon be available through high speed internet connections at all Vermont public high schools.
5. Amend Vermont State Board of Education (SBE) rules to permit driver education classes to be offered outside the normal school day, under appropriate circumstances.
6. Add an SBE rule to require that the classroom and in-vehicle portions of each driver education course be integrated, and be run concurrently.
7. Amend 16 V.S.A. § 1692, and the Vermont State Board of Professional Educators (VSBPE) rules to permit districts to use commercial driver education providers who are DMV-endorsed, but not DOE-endorsed, under appropriate circumstances.

### Allocating a Limited and Reduced DOE Budget and Staff

Over the past three years, the DOE was required to cut roughly twenty percent of its staff, a greater reduction than that required of any other agency of state government. In order to meet these goals, difficult decisions had to be made. Because of the centrality of the core content areas (math, language arts, science and social studies), one of the areas in which staff was reduced was driver education, and we went from a full-time driver education administrative assistant and a temporary half-time programmatic person, to a single administrative assistant for whom driver education is not her only area of responsibility. Staffing decisions of this nature are a core function of an agency head's responsibilities, and I am confident that these decisions were correct.

In its letter dated January 10, 2012, the VDTSEA argues that the DOE should be providing a much greater quantum of professional development supports for driver education teachers than is presently the case. While this would be desirable in a perfect world, and while it is true that the DOE had the ability to provide a greater quantum of professional development supports for

driver education teachers in past years, the DOE's loss of positions over the past several years has resulted in its need to triage its scarce resources. In doing so, difficult decisions have had to be made, and the DOE is confident that it has balanced the needs of the education community in arriving at the present balance. The DOE also encourages the VDTSEA to increase the services that it provides to its members in this area, as do many professional membership organizations, such as the VT-NEA, the Vermont Realtors Association (VRA), the Vermont Bar Association (VBA), and countless others.

### Best Practices Versus Fiscal Realities

The NHTSA report recommends (among quite a few other things) adding three employees at the state level, and requiring districts to devote significant amounts of additional resources at the local level by requiring more classroom and in-vehicle hours. The costs of such an expansion are hard to quantify, but they are substantial. Furthermore, beyond the dollar cost, they stand to displace other portions of the school day, and in an increasingly competitive world, the idea of reducing student contact time in areas such as math, language arts, science and social studies is unwise. While I recognize the value, in theory, of more resources being devoted to driver education, the offsetting losses, and the cost in absolute terms, are not supportable, especially in these difficult economic times. I therefore recommend that present driver education staffing levels at the DOE be maintained, and that no further unfunded mandates in the nature of longer contact hours be placed on local school districts. I can also report that the DOE collaborates regularly and effectively with all of the driver education stakeholders within the state, and for this reason, there is no reason to create an advisory board, which would cost money and further engage the DOE and DMV in unnecessary organizational process.

### Potential Additional Sources of Revenue

If the Legislature were to appropriate additional funds to be allocated for the increase of driver education services, from what source would they come? Several theoretical sources come to mind. Historically, driver education was funding through Agency of Transportation revenues. Then, a number of years ago, that burden was shifted to the General Fund, and most recently, to the Education Fund. In most states, the responsibility for administering driver education is vested in the motor vehicle agency. Vermont is therefore somewhat unusual to the extent that many of these functions fall to the DOE. While I do not presently recommend a change in the division of driver education responsibilities, as between DOE and DMV, I do believe that the costs of these services are most appropriately borne by those whose actions give rise to the need for them. In this vein, logical potential funding sources include automobile registration fees, drivers' licensing fees, moving violation fines, and motor vehicle insurance premiums for drivers with proven high risk behaviors. I cannot offer an opinion as to whether Vermont's current fee structure in these areas is appropriate, but if the Legislature were to mandate increased spending on driver education, it would be my strong recommendation that these additional expenses be

borne by increases in these types of fees, fines and premiums, rather than through the displacement of other more core education content areas.

### Driver Education “Curriculum”

In Vermont, curricular decisions are almost universally a matter of local control, and this is clearly the correct practice. Legislating curricular content, whether in the context of driver education or in other areas, is not pedagogically sound. While we have “grade expectations” for all grades in all content areas, they are at a very high “grain size,” and I believe that to be the best approach. That said, I believe that many districts use the *Vermont Driver Risk Prevention Curriculum Guide* as a text, and I recommend it. A copy of that text is attached to this report as Attachment C.

### Is DOE Licensure Really Necessary?

Some argue that the practice of requiring DOE licensure for driver education teachers could be discontinued. While this might be convenient, and less costly in some respects, the competencies that are required in order to obtain a driver education endorsement are important assurances of quality school-based programs. For example, an understanding of adolescent learning characteristics, and familiarity with how program delivery must be adapted for students with disabilities, are critical tools for any school-based driver education teacher. That said, there are parts of the state in which it is virtually impossible to find DOE-endorsed driver education teachers, and for those cases, with proper protections in place, I recommend that the DOE work with the VSBPE to amend its existing rules to permit districts to use commercial driver education providers who are DMV-endorsed, but not DOE-endorsed, under appropriate circumstances. This change would require an amendment to 16 V.S.A. § 1692. Copies of the DOE driver education licensing competencies, and the parallel DMV requirements for commercial providers, are attached to this report as Attachments D and E.

### Concluding Note

Stakeholders were given a draft of this report on January 5, 2012, and their reactions were solicited prior to the close of business on January 10, 2012. On January \_\_, 2012, DMV sent an email in which it recommended that one sentence of the draft report be reworded, and that recommendation was incorporated into this final draft. On January 10, 2012, VDTSEA submitted a 7-page letter reacting to the draft report. Several, but not all, of the recommendations in the VDTSEA’s letter were incorporated into this final draft. No other comments were received.

### Attachments

- A. NHTSA Report
- B. AAMVA Survey

- C. *Vermont Driver Risk Prevention Curriculum Guide* (see DVD in ring binder pocket)
- D. DOE Driver Education Educator Endorsement Competencies
- E. DMV Commercial Driver Education Provider Requirements

# **Attachment A**



# STATE OF VERMONT

## TECHNICAL ASSESSMENT of the DRIVER EDUCATION PROGRAM



**December 6 - 9, 2011**

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The Team acknowledges and thanks Ms. Marty Dexter, Coordinator, Driver Training and Ms. Kathy Codling, Supervisor, Enforcement Division Administrative Support, Vermont DMV. They played major roles in this assessment, coordinating speakers and presentations, compiling briefing materials, and assisting with meeting facilitation during the course of the week and the extensive planning period.

The Governor's Highway Safety Program provided the funding for this assessment. It is with great appreciation that the Team acknowledges their support. Special thanks to Lieutenant John Flannigan, Interim Chief and Chief Ted Minall, of the Governor's Highway Safety Program for their leadership.

Mr. Jim Wright, National Highway Traffic Safety Administration (NHTSA) Headquarters, Mr. Phil Weiser, Mr. Gabriel Cano and Ms. Angie Byrne, NHTSA, Region 1 Office, assisted with the facilitation of the assessment process. The Team would like to thank NHTSA for helping to give a national and regional perspective to the assessment.

The Team also thanks each of the participants in the review process for the time and energy invested in preparing and delivering their presentations. Their candor and thoroughness in discussing driver education in the State of Vermont greatly assisted the team in conducting a complete review.

The Team believes this report will contribute to the State's efforts to enhance the effectiveness of its Driver Education program in preventing injuries, saving lives, and reducing economic costs of young novice driver motor vehicle crashes on Vermont's roadways.

The Team realizes the assessment is a review of all driver education activities and commends all who are involved in the day-to-day efforts to improve driver education in Vermont.

## INTRODUCTION

In 2009, 74 persons were killed in motor vehicle crashes in the State of Vermont. Of these, ten were killed in crashes involving young drivers 15 to 20 years of age, representing approximately 14% of all traffic-related deaths. Seven were the young drivers themselves.

In the same year, young drivers accounted for 58.8% of fatalities in crashes involving young drivers in Vermont, passengers represented 25.0% of fatalities, and other road users accounted for 16.2% of fatalities.

According to the Fatality Analysis Reporting System (FARS), from 2005 to 2009, Vermont averaged five 15 to 17 year-old drivers involved in fatal crashes, a rate of 18.99 per 100,000 of that population, compared to a national rate of 15.12. There was one fatal crash for 15 to 17 year-old drivers in 2010 (TABLE 4).

As of November, Vermont has issued 9,339 Learner's Permits to teenage drivers (reflecting a decrease of approximately 5% since 2008), and 7,421 Jr. Operator's Licenses (reflecting a decrease of approximately 10% since 2008). The number of students who completed driver education has decreased by approximately 13% since 2008.

TABLE 1

YEAR	2008	2009	2010	2011
Permits (ages 15,16,17)	9,833	9,502	9,503	9,339
Jr. Operator's License (ages 16,17)	8,294	7,809	7,434	7,421
Students Completing Driver Education (Public)	5,715	5,479	5,040	4,934
Students Completing Driver Education (Private)	1,489	1,385	1,378	1,341

TABLE 2

**15-17 YEAR OLD DRIVERS INVOLVED IN FATAL TRAFFIC CRASHES  
15-17 YEAR OLD POPULATION, AND 15-17 YEAR OLD DRIVER INVOLVEMENT RATES PER 100,000 POPULATION  
FATALITY ANALYSIS REPORTING SYSTEM (FARS)**

State	2005			2006			2007			2008			2009		
	Drivers Involved	Population	Rate*	Drivers Involved	Population	Rate*	Drivers Involved	Population	Rate*	Drivers Involved	Population	Rate*	Drivers Involved	Population	Rate*
Connecticut	13	149,417	8.70	13	151,452	8.58	13	151,242	8.60	14	148,806	9.41	6	147,010	4.08
Maine	7	56,534	12.38	19	55,951	33.96	10	55,339	18.07	8	53,539	14.94	4	51,744	7.73
Massachusetts	27	265,350	10.18	28	267,499	10.47	24	266,535	9.00	15	261,643	5.73	6	256,496	2.34
New Hampshire	5	57,566	8.69	6	57,996	10.35	12	57,536	20.86	4	56,116	7.13	7	54,290	12.89
New York	63	821,160	7.67	56	830,082	6.75	59	827,907	7.13	35	808,308	4.33	40	790,635	5.06
Rhode Island	6	44,036	13.63	5	44,331	11.28	6	44,115	13.60	3	42,901	6.99	1	41,924	2.39
Vermont	5	27,460	18.21	6	27,237	22.03	4	26,602	15.04	6	25,651	23.39	4	24,674	16.21
National	2,315	12,796,128	18.09	2,259	12,987,125	17.39	2,103	13,045,539	16.12	1,666	12,860,204	12.95	1,387	12,665,361	10.95

Population - U.S. Census Bureau

\*Involvement rate per 100,000 population

This report was generated by NCSA's Information Services Team, DRID; CMS# 2010.01226; DRIVERS\_1517\_2009.SAS; TTI; 12/30/2010 1:46 PM

TABLE 3

## 15-17 YEAR OLD DRIVERS INVOLVED IN FATAL TRAFFIC CRASHES

\*Rate

State	5 Year Average		
	Drivers Involved	Population	Rate*
Connecticut	12	149,585	7.89
Maine	10	54,621	17.58
Massachusetts	20	263,505	7.59
New Hampshire	7	56,701	11.99
New York	51	815,618	6.20
Rhode Island	4	43,461	9.66
Vermont	5	26,325	18.99
National	1,949	12,870,871	15.12

TABLE 4

## VERMONT

<b>Motor Vehicle Highway Crashes</b>			
<b>Crash Data: Under 18 year old Operators</b>			
Year	Crash Type:		
	Fatal	Injury	PDO
2006	6	352	1029
2007	4	259	939
2008	7	231	860
2009	4	195	748
2010	1	184	719

Data source: Vtrans VCSG dbase.  
Analyst: Mspicer

F:/BIN-Variou requests/DMV-Queries for DMV Assmt 2011  
Under 18 year old Operators-2006 to 2010 Crash Type.xlsx

\*Note PDO = Property Damage Only

## ASSESSMENT BACKGROUND

The Governor's Highway Safety Program (GHSP) is the State's leading voice for highway safety. The staff of the GHSP manages the state highway safety program by reviewing and monitoring grant programs, coordinating special programs such as the Child Passenger Safety or the Drug Recognition Expert (DRE) police officer programs, and by providing guidance and oversight to state and local agencies. The GHSP also works closely within a network of state and local agencies, non-profit organizations and private-sector partners to deliver quality traffic safety projects, services, and information across the state.

The Vermont Department of Motor Vehicles (DMV), with funding from the GHSP, sponsored the Vermont driver education state technical assessment. The DMV is located within the Agency of Transportation. Individuals who want to teach driver education in Vermont's private driver training schools must complete courses approved by the DMV.

Individuals who want to teach driver education in Vermont's public and approved independent schools must have a teaching license, with a driver education endorsement, issued by the Vermont Department of Education (DOE). The DOE is responsible for training and qualifying driver education instructors. Vermont driver education instructors and school administrators throughout the state benefit from DOE providing ongoing professional development and technical assistance and for approving driver education programs in all of the state's high schools. Starting in 2010, the DOE no longer employs a driver education consultant and the Vermont Higher Education Collaborative (VTHEC) is now the administrator for driver education pre-service, continuing education and re-licensure instructor coursework.

The purpose of the assessment is to assist in the review of the driver education program in this State, identify the program's strengths and accomplishments, identify problem areas and offer suggestions for improvement. The assessment can be used as a tool for planning purposes and for making decisions about how to best use available resources. This assessment tool follows the format of the *Novice Teen Driver Education and Training Administrative Standards*. The Advisory that precedes each section of this report is taken from this document. The assessment process provides an organized approach for measuring program status.

The initial Driver Education Program Assessment was conducted in the state of Maryland. Maryland developed the assessment tools and processes with the assistance of NHTSA and independently conducted an assessment in August of 2010. Following the success of the Maryland driver education assessment, NHTSA assumed the role of coordinator and facilitator of future assessments. Vermont is the third state to undertake a driver education assessment.

NHTSA utilized the newly developed *Novice Teen Driver Education and Training Administration Standards* as the assessment framework. These standards were



developed by representatives from the driver education professional community, with assistance from NHTSA. The five major topic areas in the standards are:

- Program Administration
- Education/Training
- Instructor Qualifications
- Parent Involvement
- Coordination with Driver Licensing

The topic areas identified in the standards became the foundation for this assessment as well as key factors in identifying the panel of experts for the technical assistance team. NHTSA developed a list of national experts in the five areas above and used that list to determine the assessment team. Team members were also provided with a comprehensive “briefing book” by the DMV.

### **Assessment Process**

NHTSA Headquarters and Regional Office staff facilitated the Driver Education Program Assessment which was conducted at the Capital Plaza in Montpelier, Vermont from December 5-9, 2011. Operating under a grant from GHSP, the DMV took the lead for the state in coordinating the assessment. Working with the DMV, NHTSA recommended a team of six individuals with demonstrated expertise in the topic areas of the national administrative standards. Efforts were made to select a team that reflected the needs and interests expressed by the DMV during the pre-assessment site visit. The assessment consisted of interviews with state and community level driver education program managers, trainers, public and private instructors, law enforcement personnel, students, parents, DMV staff, legislators, GHSP staff and DOE staff. The conclusions drawn by the assessment team are based upon the facts and information provided by the various experts who made presentations to the team as well as the briefing materials.

Following the completion of the presentations, the team convened to review and analyze the information presented and developed recommendations. The report is a consensus report by the team. The recommendations are based on the unique characteristics of the state and what the team members believed the state and its political subdivisions and partners can do to improve the effectiveness and comprehensiveness of their programs.

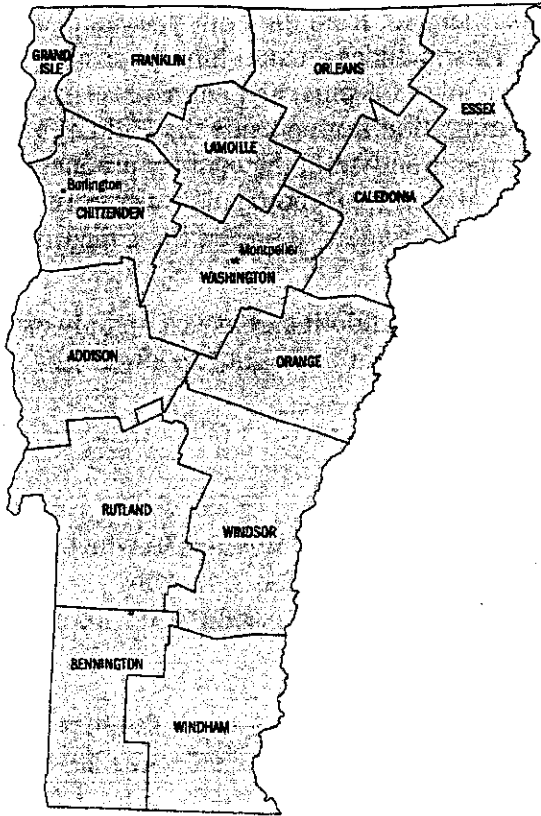
The assessment team noted that many exemplary programs are conducted throughout Vermont in the area of driver education and traffic safety in general. It is not the intent of this report to thoroughly document all of these successes, nor credit the large number of individuals at all levels who are dedicated to driver education. By its very nature, the report tends to focus on the areas that need improvement based on the *Novice Teen Driver Education and Training Administrative Standards*. It is an attempt to provide assistance to all levels for improvement, which is consistent with the overall goals of these types of assessments.

On the final day of the assessment, the team briefed the Vermont driver education community on the results of the assessment and discussed major points and recommendations. This report is an assessment team report; it is not a NHTSA document. Vermont may use the assessment report as the basis for planning driver education program improvements, assessing legislative priorities, providing for additional training, and evaluating funding priorities. On behalf of the assessment team, NHTSA provides the final report to the DMV.

# Vermont Demographics

## Driver Training Locations by County

Figure 1 and Table 5



COUNTY	High School	Private
Addison County	3	2
Bennington County	3	3
Caledonia County	4	1
Chittenden County	8	7
Essex County	2	0
Franklin County	5	2
Grand Isle County	0	1
Lamoille County	3	2
Orange County	5	0
Orleans County	3	2
Rutland County	7	5
Washington County	7	4
Windham County	5	2
Windsor County	9	1
<b>Total</b>	<b>64</b>	<b>32</b>

### Geography

Vermont is located in the New England region in the eastern United States and comprises 9,614 square miles (24,900 km<sup>2</sup>), making it the 45th-largest state. Land comprises 9,250 square miles (24,000 km<sup>2</sup>) and water comprises 365 square miles (950 km<sup>2</sup>), making it the 43rd-largest in land area and the 47th in water area. Vermont is the smallest landlocked U.S. state.

The west bank of the Connecticut River marks the eastern (New Hampshire) border of the state (the river is part of New Hampshire). Lake Champlain, the major lake in Vermont, is the sixth-largest body of fresh water in the United States and separates Vermont from New York in the northwest portion of the state. From north to south, Vermont is 159 miles (256 km) long. Its greatest width, from east to west, is 89 miles (143 km) at the Canadian border; the narrowest width is 37 miles (60 km) at the

Massachusetts line. The width averages 60.5 miles (97.4 km). The state's geographic center is Washington, three miles (5 km) east of Roxbury. There are fifteen US federal border crossings between Vermont and Canada.

### ***Population***

According to the U.S. Census Bureau, as of 2005, Vermont has an estimated population of 623,050, which is an increase of 1,817, or 0.3 percent, from the prior year and an increase of 14,223, or 2.3 percent, since 2000. This includes a natural increase since the last census of 7,148 people (33,606 births minus 26,458 deaths) and an increase due to net migration of 7,889 people into the state. Immigration from outside the United States resulted in a net increase of 4,359 people, and migration within the country produced a net increase of 3,530 people. As of 2009, 47.8% of Vermont's population was born outside the state, with first and second-generation Vermonters representing a majority of the population.

Vermont is the least populous state in New England. In 2006 it had the second lowest birthrate in the nation, 42/1000 women. The median age of the work force was 42.3, the highest in the nation.

### ***Economy***

In 2007, Vermont was ranked by *Forbes* magazine as 32nd among states in which to do business. It was 30th the previous year. In May 2010, Vermont's 6.2 percent unemployment rate was the fourth lowest in the nation. This rate reflects the second sharpest decline among the 50 states since the prior May.

According to the 2010 U.S. Bureau of Economic Analysis report, Vermont's gross state product (GSP) was \$26 billion. This places the state 50th among the 50 states. It stood 34th in per capita GSP.

Some components of GSP were:

- Government – \$3,083 million (13.4%)
- Real Estate, Rental and Leasing – \$2,667 million (11.6%)
- Durable goods manufacturing – \$2,210 million (9.6%)
- Health Care and Social Assistance – \$2,170 million (9.4%)
- Retail trade – \$1,934 million (8.4%)
- Finance and Insurance – \$1,369 million (5.9%)
- Construction – \$1,258 million (5.5%)
- Professional and technical services – \$1,276 million (5.5%)

Tourism is an important industry to the state. Home to some of the largest ski areas in New England, skiers and snowboarders visit the state's ski resorts in wintertime. Summer visitors tour resort towns like Stowe, Manchester, Quechee, Wilmington and Woodstock. Resorts, hotels, restaurants, and shops, designed to attract tourists, employ people year-round. Summer camps contribute to Vermont's tourist economy.

According to the 2000 Census, almost 15 percent of all housing units in Vermont were vacant and classified "for seasonal, recreational, or occasional use". This was the second highest percentage nationwide, after Maine. In some Vermont cities, vacation homes owned by wealthy residents of New England and New York City constitute the bulk of all housing stock. According to one estimate, as of 2009, 84 percent of all houses in Ludlow, Vermont, were owned by out-of-state residents. Other notable vacation-home resorts include Manchester and Stowe.

### *Transportation*

Vermont's main mode of travel is by automobile. Approximately 5.7 percent of Vermont households did not own a car in 2008. In 2010 Vermont owned 2,840 miles (4,570 km) of highway. This was the third smallest quantity among the 50 states. The highways cost \$28,669 per 1 mile (1.6 km) to maintain, the 17th highest in the states. Major routes north-south include Interstate 89, Interstate 91, Interstate 93; major routes east-west include U.S. Route 2, U.S. Route 4, and U.S. Route 302.

Individual communities and counties have public transit, but their breadth of coverage is frequently limited.

## PRIORITY RECOMMENDATIONS

### 1.1.1

- Establish an advisory board of stakeholders that has input on the implementation, monitoring, evaluation and enforcement of the Vermont Driver Education program standards that has membership from the principle associations and regional school representation as requested by the Vermont State Legislature.

### 1.1.3

- Increase the Department of Education staffing level to carry out centralized administration and support of the statewide high school driver education program.
- Increase the Department of Motor Vehicles staffing level to administer its mandate for private driver training schools and third party testers.
- Provide a full time funded State administrator to coordinate, oversee and support Vermont's driver education program.
- Establish a dedicated revenue source to fund the Department of Education, Department of Motor Vehicles and State administrator positions for the Driver Education program.

### 1.1.4

- Establish a monitoring and oversight program with dedicated staffing.

### 2.1.1 and 2.1.2

- Develop or adopt Curriculum Content Standards, a Process for Curriculum Review and Standards for Curriculum Submission for driver education and training programs seeking approval for use in Vermont.

### 2.1.5

- Require that all approved course providers conduct a valid, evidence-based post-course evaluation that measures the effectiveness of the program be completed by students and parents, and that the information collected from these evaluations be analyzed and utilized for the purpose of improving positive program learning outcomes.

### 2.1.6

- Increase behind-the-wheel instruction from six hours to 10 hours.

### 4.1.1

- Require parents of novice teen drivers to participate in an orientation session that addresses topics including parents' responsibility and opportunity to impact teen crash risk, Vermont's Graduated Driver Licensing System, conducting effective supervised practice driving, modeling safe driving behavior, and adopting a written parent-teen driving agreement.

### 4.1.2

- Require each parent to complete an end of course briefing with the driving

training instructor to discuss the progress and proficiency of the teen driver.

5.1.1

- Create a formal system for communication and collaboration between Department of Education and Department of Motor Vehicles and create a position that will provide a central point of coordination between the two departments.

5.1.2

- Automate the process for the issuance of the driver education completion certificates that eliminates the multiple signatures required under the current manual process.

## **1.0 Program Administration**

All entities delivering driver education and training should be treated fairly and equitably, meet the same quality standards, and have equitable access to State driver education and training resources.

Most States may have a multitude of public and private novice teen driver education and training programs. Each State may have different administrative and provisional structures. Alternative delivery (e.g., online, parent-taught, and correspondence) programs can be either public or private, may not have a physical location, and are subject to varying requirements set forth by the State.

### **1.1 Management, Leadership, and Administration**

#### **Advisory**

##### **Each State should:**

1.1.1 have a single agency, or coordinated agencies, informed by an advisory board of stakeholders and charged with overseeing all novice teen driver education and training programs. That agency should have authority and responsibility for the implementation, monitoring, evaluation, and enforcement of these standards. This agency should also be charged with developing and executing communication strategies to inform parents and the public about driver education and training issues. In addition, the agency should inform providers in a timely fashion about changes to laws, regulations, and procedures.

1.1.2 carefully choose a State agency that is best suited and ideally not a direct provider of driver education to administer a statewide education and training program that can provide needed and appropriate regulatory environment, oversight, monitoring, evaluation, review and approval processes, professional development, and all other administrative actions that make available a quality driver education and training program to all age-eligible residents.

1.1.3 have a full-time, funded State administrator for driver education and training. This individual should meet or exceed the qualifications and training required by the State for a novice teen driver education and training instructor and/or school owner or possesses equivalent experience or qualifications. This administrator should be an employee of the agency that has oversight of driver education and training.

1.1.4 have standardized monitoring, evaluation/auditing, and oversight procedures to ensure that every driver education and training program uses a curriculum with written goals and objectives.

1.1.5 have a program renewal process to ensure that curriculum material and procedures are current.



- 1.1.6 adopt an instructor certification renewal process.
- 1.1.7 approve driver education and training programs that conform to applicable State and national standards.
- 1.1.8 deny or revoke approval of driver education and training programs that do not conform to applicable State and national standards.
- 1.1.9 ensure that programs reflect multicultural education principles and are free of bias.
- 1.1.10 administer applications for licensing of driver education and training instructors, including owner/operators of public and private providers.
- 1.1.11 develop and execute monitoring, evaluation, and auditing procedures to ensure standards are met by public and private providers.
- 1.1.12 adopt goals, objectives, and outcomes for learning.
- 1.1.13 develop criteria to assess and approve programs, curricula, and provider effectiveness. Financial and/or administrative sanctions for non-compliance with the State application and approval processes and/or standards should be provided to all applicants and provide remediation opportunities to driver education and training programs when sanctions are issued.
- 1.1.14 establish and maintain a conflict resolution system for disputes between the State agency and local driver education and training programs.
- 1.1.15 require, provide, or ensure the availability of ongoing professional development for instructors to include updates in best education and training methods and material.
- 1.1.16 require all public and private driver education and training providers to report program data to the designated State agency so that periodic evaluations of the State's driver education and training programs can be completed and made available to the public.
- 1.1.17 ensure that student information submitted to the agency or used by the agency remains confidential, as required by applicable State and Federal regulations.
- 1.1.18 ensure that all novice teen driver education and training programs, instructors, and associated staff possess necessary operating licenses and credentials required by the State.
- 1.1.19 ensure that each driver education and training provider has an identified person to administer day-to-day operations, including responsibility for the maintenance of student records and filing of reports with the State in accordance with State regulations.

1.1.20 ensure that all materials, equipment, and vehicles are safe and in proper condition to conduct quality, effective driver education and training.

1.1.21 refer to a general standard for online education such as those established by the North American Council for Online Learning in the absence of national standards specific to the delivery of online driver education or online teacher preparation.

1.1.22 ensure that the instruction of novice teen drivers is completed using concurrent and integrated classroom and in-car instruction where the bulk of the classroom instruction occurs close in time to the in-car instruction to ensure the maximum transfer of skills.

## **Status**

### 1.1.1

The responsibility for Vermont's Driver Education program is shared by the Department of Education (DOE) and the Department of Motor Vehicles (DMV). Coordination between these two entities is implied in law and in administrative rule. However, the impression by many program partners, including the Legislature, is that this coordination is currently ad-hoc and is not improving the implementation, monitoring, evaluation, and enforcement of the state standards and guidelines. Each Department has maintained oversight of the programs conducted in its own area (high school or private/commercial). Until recent staffing changes the DOE and DMV worked cooperatively, with DMV recognizing DOE as the lead agency due to the preponderance of programs residing in the public sector.

Many providers offer teen driving and licensing information to parents and guardians through materials and non-mandatory Parent Sessions. The front line instructors are often the main source of information to parents and the public about driver education and training issues. Bulletins are issued by DOE and DMV regarding changes to regulations and procedures. Updates are presented at statewide workshops.

There was a multi-disciplinary committee that met to develop the Vermont Strategic Highway Safety Plan. However, there were no recommendations by this committee to initiate an advisory committee for the driver education community. Young drivers are a focus area in the plan. There is no advisory board of stakeholders even though the consideration of this has been requested by the Vermont State Legislature.

## **Recommendations**

### 1.1.1

- **Establish an advisory board of stakeholders that has input on the implementation, monitoring, evaluation and enforcement of the Vermont Driver Education program standards that has membership from the**

**principle associations and regional school representation as requested by the Vermont State Legislature.**

- Strengthen the administrative communication and collaboration between the Department of Education and the Department of Motor Vehicles.

**Status**

1.1.2

The Department of Education and the Department of Motor Vehicles are not a direct provider of teen novice driver education, therefore avoids the potential of conflicts of interest with their oversight roles.

**Status**

1.1.3

The DOE has statutory responsibility to administer driver education in the state's high schools. As part of agency-wide staffing reductions, the professional Driver Education Consultant position was eliminated. There is an expectation on the part of high school driver education programs that DOE provide centralized programmatic and administrative support and guidance. DOE staffing levels are inadequate to perform these functions. Senior management concerns include the lack of permanent financing for a dedicated, full-time driver education coordinator as well as a desire to heighten local control of the program.

The DMV has regulatory authority over private driver training schools and third party testers. The current staffing level within the DMV is inadequate, even with its heavy reliance on the DOE to meet its mandate.

There is no dedicated, full-time, funded, State coordinator for driver education in either Department. The current DOE and DMV staff does not meet nor exceed the qualifications and training required by the State for a novice teen driver education and training instructor and/or school owner nor possess the equivalent experience or qualifications.

**Recommendations**

1.1.3

- **Increase the Department of Education staffing level to carry out centralized administration and support of the statewide high school driver education program.**
- **Increase the Department of Motor Vehicles staffing level to administer its mandate for private driver training schools and third party testers.**
- **Provide a full time funded State administrator to coordinate, oversee and support Vermont's driver education program.**

- Require the State administrator to meet or exceed the minimum qualifications and training required by the State for a novice teen driver education and training instructor or possess equivalent experience or qualifications.
- **Establish a dedicated revenue source to fund the Department of Education, Department of Motor Vehicles and State administrator positions for the Driver Education program.**

### Status

#### 1.1.4

Minimal monitoring or oversight is conducted for the Driver Education program. There is no dedicated staffing at DOE or DMV with responsibility for providing regular auditing, evaluation, or oversight of public or private driver education programs.

Multiple organizations and individuals in Vermont possess the necessary skills to establish monitoring standards as well as to conduct those reviews.

### Recommendation

#### 1.1.4

- **Establish a monitoring and oversight program with dedicated staffing.**

### Status

#### 1.1.5

Curriculum guides have been developed and provided to public sector driver education teachers/instructors and schools by the DOE. The guides and materials are not mandatory for the individual programs to use. These curricula include clearly established goals and objectives. Curricula in Vermont's high schools are determined by each local school district or the individual instructor. It appears that the last update was approximately two years ago.

DMV requires individuals who are newly licensed through the DMV as private driver training instructors to complete Vermont's driver education teacher prep courses or their equivalent. Those who attend Vermont's driver education teacher prep courses must use the curriculum that was provided in their training.

Neither state agency has a formal curricula review cycle.

### Recommendation

#### 1.1.5

- Establish a formal review cycle to assure school curricula and operating procedures are current.

## **Status**

1.1.6 and 1.1.15

The DOE requires Level I licensed teachers to renew their license every three years. Level II licensed teachers renew their license every seven years. Instructors licensed through the DMV are required to renew their driver training instructor license every two years.

The DOE requires professional development as part of the renewal process. A minimum of one-third of that time must be specific to driver education. The DMV has no required continuing education for private instructors as part of the renewal process.

Neither public nor private instructors are evaluated with any routine or consistency. Ongoing professional development opportunities for instructors are widely available.

## **Recommendation**

1.1.6 and 1.1.15

- Establish a requirement of continuing education for instructors licensed through the Department of Motor Vehicles.

## **Status**

1.1.7

The DOE and the DMV have established minimum requirements for Driver Education programs. Driver education programs are not reviewed by either agency to ensure the minimum standards are being met.

## **Recommendation**

1.1.7

- Implement a quality assurance system to ensure that minimum standards are being met.

## **Status**

1.1.8; 1.1.11; 1.1.18; and 1.1.20

Driver Education programs in public schools are created and established locally, yet they must be approved by the DOE in order to receive any financial reimbursement. Special exceptions are granted to accommodate local needs. Sanctions may be placed on individual instructors.

All DMV licensed schools are required to be in compliance with DMV rules and regulations for private schools. Schools that do not comply are subject to sanctions.

Monitoring and evaluation of course providers and instructors are insufficient in both agencies.

DMV Instructor licenses are renewed every two years. DMV reviews each instructor's motor vehicle record and conducts a background check to ensure compliance with driver training instructor and driving school requirements.

There is an expectation that the local school administrators and driver educators will ensure all classroom materials and equipment are in proper condition to conduct quality, effective driver education and training. There is no verification by either state agency that these requirements and expectations are being met. All vehicles must pass a yearly safety inspection conducted by a licensed Vermont inspection station. There is no verification that the driver education specific equipment is present and in proper working condition.

### **Recommendations**

1.1.8; 1.1.11; 1.1.18; and 1.1.20

- Verify that all classroom materials and equipment are in proper condition to conduct quality, effective driver education and training.
- Verify that all driver education-specific vehicle equipment is present and in proper working condition.
- Strengthen oversight of driving schools by performing yearly audits.

### **Status**

1.1.9; 1.1.12; and 1.1.13

Driver education in the high schools is held to the same statewide educational standards as all other public education courses. There is nothing in place to assure this is the case in private schools.

The Vermont Driver Risk Prevention Curriculum Guide includes goals, objectives and outcomes for learning even though this is not a required statewide curriculum.

The DOE has nothing in place to assess and approve programs, curricula, and provider effectiveness with the exception of the generic annual program approval. High School programs must be approved in order to receive funding provided by the state. The DMV has no criteria to assess and approve programs, curricula and provider effectiveness.

### **Status**

1.1.10

The licensing of Vermont's High School driver education teachers is done by the DOE. The license carries the same requirements as any other subject matter license. Instructors and owners of private driving schools apply to and are licensed by the DMV.

## **Status**

### 1.1.14

No formal system appears to be in place for conflict resolution at the state level. The State Board of Education can grant waivers of State Board of Education Rules.

A driver training school or instructor, licensed through the DMV, whose approval has been suspended, revoked, or canceled, is entitled to a hearing in order for their case to be adjudicated per state hearing regulations.

## **Status**

### 1.1.16 and 1.1.17

There are no reporting requirements for public and private driver education providers relating to system and school evaluation purposes.

There is no overall course data and outcomes collection system to gather aggregate data and provide guidance for any adjustments that need to be made to the curriculum and/or the instructional process.

## **Recommendation**

### 1.1.16 and 1.1.17

- Require providers to report program data, following State and Federal confidentiality guidelines, for system and school evaluation purposes.
- Implement an overall course data and outcomes collection system to collect aggregate data and provide guidance for any adjustments that need to be made to the curriculum and/or the instructional process.

## **Status**

### 1.1.19

The local high school administrators and driver education instructors are recognized as the point person for their public driver education program. Private driver training school owners are recognized as the point person for their driver education program. However, without State oversight or required reporting it is unclear if there is a student record retention schedule, maintenance of those records, and filing of reports outside of the public reimbursement process.

## **Status**

### 1.1.21

Neither DMV nor DOE addresses the issue of on-line, home study or alternative options for completing the mandatory 30 hours of classroom time. Although a teacher

preparation course was delivered through computer-mediated instruction this past year, Vermont has no established standards for computer-mediated program delivery.

### **Status**

#### 1.1.22

Currently, there is no clear requirement for instruction to be concurrent and integrated in the publicly delivered program. Concurrent and integrated instruction is inferred in the current laws and rules. Some programs go to extra lengths to make sure this program is delivered concurrently. However, the completion of some programs' behind the wheel training was delayed due to class schedules or student scheduling conflicts.

Private driver education instructors are required to assure training is concurrent and integrated.



## 2.0 Education/Training

### Advisory

#### 2.1 Each State should:

2.1.1 have driver education and training that meets or exceeds current nationally accepted content standards and benchmarks.

2.1.2 approve curricula that are based on nationally recognized standards such as ADTSEA and DSAA – Attachments E and F. Each State retains authority in determining what curricula meet its State standards. Other resources include AAA<sup>1</sup> and NIDB.<sup>2</sup>

2.1.3 regulate the use of simulation and driving ranges.

2.1.4 require an approved end-of-course knowledge and skill assessment examination based on the stated goals and objectives to graduate from the driver education and training program.

2.1.5 require a course provider to conduct valid post-course evaluations of driver education and training programs to be completed by the students and/or parent for the purpose of improving the effectiveness of the program (a resource for help in conducting these evaluations is the AAA Foundation for Traffic Safety<sup>3</sup>).

2.1.6 require core driver educational hours that focus on the driving task and safe driving practices sufficient to meet the criteria established by the end-of-course examination. To enable States to select the appropriate guidelines for contact hours to meet the desired outcomes, the following instructional time should be:

First stage education:

- Minimum of 45 hours of classroom/theory;
- Minimum of 10 hours of behind the wheel instruction;
- 10 hours in-car observation;

Second stage education;

- Minimum of 10 hours; and

The in-car instruction can be enhanced with simulation or driving range instruction.

2.1.7 require distributive learning.

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<sup>1</sup> Lonero, L., Clinton, K., Brock, J., Wilde, G., Laurie, I., & Black, D. (1995). Novice Driver Model Curriculum Guidelines. Washington, DC: AAA Foundation for Traffic Safety. <http://www.aaafoundation.org/resources/index.cfm?button=lonero>

<sup>2</sup> Motola, F. R. (n.d.). Standards for a Risk Management Program. Chesire, CT: National Institute for Driver Behavior. <http://www.nidb.org/>

<sup>3</sup> Clinton, K., & Lonero, L. (2006, October). Evaluating Driver Education Programs: Comprehensive Guidelines Washington, DC: AAA Foundation for Traffic Safety. <http://www.aaafoundation.org/pdf/EvaluatingDriverEducationProgramsGuidelines.pdf>

## Status

### 2.1.1 and 2.1.2

The written authority for the driver education program offered within Vermont high schools comes from Education statute: *16 VSA §1045 and State Board of Education Rules*.

The written authority for private driver training schools comes from Motor Vehicle statutes, *23 VSA §701, §702 and DMV Rule 11: Operation of Commercial Driver Training Schools and Instructors Giving Driver Training Instructions for Hire*.

Vermont has not adopted or developed driver education curriculum content standards, such as those offered by the American Driver and Traffic Safety Education Association (ADTSEA) and the Driving School Association of the Americas (DSAA). Vermont also does not have a standardized, state-level process for curricula review, revision and approval or a mechanism for ongoing feedback on all approved curricula.

There are various locally approved curricula currently in use. The most prevalent curriculum in use is *Vermont's Driver Risk Prevention Curriculum Guide*, an adaptation of *The Western Oregon University Oregon Driver Risk Prevention Curriculum*, itself, an adaptation of the National Institute for Driver Behavior (NIDB) *Driver Risk Prevention Curriculum*. The feedback on the curriculum content and the teacher training was very positive. The curriculum appears to promote effective teaching and learning of critical driver education content.

Vermont has not conducted an analysis of similarities and differences between *Vermont's Driver Risk Prevention Curriculum Guide* content and the ADTSEA or DSAA standards.

The most commonly cited obstacles to expanding from 30 to 45 hours of classroom instruction and from six to ten hours of in-vehicle instruction are cost, scheduling and existing legislation. There is a high level of interest to consider alternative delivery methods and/or creating a hybrid program to augment the current "30 and 6" program.

There is no nighttime driving restriction for holders of the Junior Operator License.

## Recommendations

### 2.1.1 and 2.1.2

- **Develop or adopt Curriculum Content Standards, a Process for Curriculum Review and Standards for Curriculum Submission for driver education and training programs seeking approval for use in Vermont.**
- Conduct a curriculum review comparing the curriculum content of existing curricula currently approved for use in Vermont with the ADTSEA and/or DSAA

standards.

- Adopt or develop criteria for augmenting the current curricula with additional educational delivery systems such as simulation, computer-mediated or self-directed study components.
- Establish a curriculum revision process to review all approved curricula on a periodic basis.
- Establish criteria for curriculum enhancements and an efficient process for the review and approval of such requests.
- Establish a mechanism for ongoing feedback on all approved curricula.
- Enhance the nighttime driving risk conversation within the curriculum content.

### **Status**

#### 2.1.3

Vermont has published regulations regarding driving ranges. There appears to be no regulations for the use of driving simulators.

### **Recommendations**

#### 2.1.3

- Adopt or develop criteria for augmenting the current curricula with additional educational delivery systems such as simulation, computer-mediated or self-directed study components.

### **Status**

#### 2.1.4

Vermont does not require an approved end-of-course knowledge and skill assessment examination based on stated goals and objectives to graduate from the driver education and training program.

Some local programs provide an end-of-course assessment to inform teachers and others with regard to the driving-related concepts and skills students have learned, how well they have learned these concepts and skills, and whether or not adjustments need to be made to the curriculum and or the instructional process.

At the state level there is no process to collect, analyze, or summarize evidence from multiple sources of data related to graduates of driver education and training programs.

The *Vermont Driver Risk Prevention Curriculum Guide* does provide guidance on student assessments which informs teachers and others with regard to the driving-related concepts and skills students have learned, how well they have learned these concepts and skills, and whether or not adjustments need to be made to the curriculum and or the instructional process.

## **Recommendations**

### 2.1.4

- Adopt or create a standardized summative assessment tool for classroom and in-car driver education that is aligned with the Vermont state standards.
- Require that all approved curricula include end-of-course knowledge and skill assessments based on the stated intended learning outcomes and conducted by the approved course provider to determine if successful completion of the course has been achieved.

## **Status**

### 2.1.5

While some schools conduct post-course evaluations of their programs for the purpose of improving the effectiveness of their program, Vermont does not require a post-course evaluation.

## **Recommendation**

### 2.1.5

- **Require that all approved course providers conduct a valid, evidence-based post-course evaluation that measures the effectiveness of the program be completed by students and parents, and that the information collected from these evaluations be analyzed and utilized for the purpose of improving positive program learning outcomes.**

## **Status**

### 2.1.6 and 2.1.7

Vermont requires a minimum of 30 hours of classroom instruction and six hours of in-car instruction. Vermont also provides for six hours of in-car observation which is mandatory for DMV programs and encouraged for DOE programs. There is no second-stage educational requirement.

Due to the predominately rural nature of Vermont, the current, one hour, behind-the-wheel limitation causes a hardship on some providers to ensure that students receive exposure to the widest possible variety of driving environments.

The Vermont Department of Education has promulgated rules related to maximum classroom and behind-the-wheel hours per day as shown in §2351 of the State Board of Education Manual of Rules and Practices.

### **§2350 Driver and Traffic Safety Education Programs**

*§2350 A driver education program shall include an approved driver education course during regular school hours as a part of the offerings of the regular school-day program.*

*§2351 To be approved by the Department of Education, a driver education course must consist of at least 30 clock hours of class instruction and at least 6 hours of behind-the-wheel instruction by a certified driver education instructor. No more than 2 hours of classroom instruction, and 1 hour of behind-the-wheel instruction shall be provided to a student in one day.*

The Vermont Department of Education has promulgated rules that require distributive learning.

### **Recommendations**

#### **2.1.6**

- Increase classroom hours from 30 hours to 45 hours.
- **Increase behind-the-wheel instruction from six hours to 10 hours.**
- Increase in-car observation from six hours to 10 hours.
- Require second stage education of at least 10 hours.
- Require mandatory observation time regardless of where students receive their driver education and training course.
- Allow for a single behind-the-wheel session of 1 1/2 hours in a 24 hour period, where necessary, to ensure that students receive exposure to the widest possible variety of driving environments.

## 3.0 Instructor Qualifications

### Advisory

#### 3.1 Each State should:

- 3.1.1 require the following prerequisites for instructors receiving certification and recertification:
- a) possession of a valid driver's license, as recognized by the State.
  - b) have an acceptable driving record as determined by the State.
  - c) pass a Federal and State criminal background check.
  - d) meet health or physical requirements as determined by the State.
  - e) achieve a minimum academic education requirement as determined by the State.
  - f) meet a minimum age requirement as determined by the State.

3.1.2 require instructors to complete approved standardized instructor training that applies to instructors and teachers in all public and private driver education and training programs. This preparation should include a course of study that is no less than 120 hours of preparatory time. (See Attachment B, Instructor Qualifications Statement)

3.1.3 require instructors to receive training in accepted best practices in course delivery and evaluations using various delivery modalities.

3.1.4 require that an instructor pass a State-approved practical and/or written exam (e.g., Praxis II, National Teacher Certification Program [available at [www.ADTSEA.org](http://www.ADTSEA.org)]).

3.1.5 require annual continuing education and professional development hours for instructors.

3.1.6 require an annual driving record review for instructors.

### Status

#### 3.1.1

There are two State agencies in Vermont that issue driver education instructor licenses. The Vermont Department of Education (DOE) - Standards Board for Professional Educators issues the educator's license for public school driver education instructors. The Vermont Department of Motor Vehicles (DMV) issues the licenses for private school driver education instructors.

The DOE - Standards Board for Professional Educators requires the following prerequisites for educators receiving initial Educator license certification (Reference: Vermont Department of Education – Vermont Standards Board for Professional Educators – Rule 5440-30):

- Possess a valid Vermont Motor Vehicles Operator's license, or a valid operator's license from an adjacent state, provided the person is a legal resident of that state, with at least five years of driving experience while holding a driver's license.
- Have and maintain a model driving safety record defined as:
  - 1) no more than one moving motor vehicle traffic violation conviction within the preceding one year period
  - 2) no more than three moving motor vehicle traffic violation convictions within the preceding three years
  - 3) no driver's license suspension or revocation within the preceding three years for the above (1 and 2) convictions
  - 4) no driver's license suspension or revocation within the preceding five years for motor vehicle convictions other than those above (1 and 2)
  - 5) no motor vehicle criminal violation convictions within the preceding seven years. These would include, but not be limited to, operating a motor vehicle under the influence of intoxicating liquor or other substance or negligent operation of a motor vehicle.
- Provide a letter stating approval to proceed with licensure from the VT Department of Education Driver Education Consultant. This approval will certify the model driving record and shall state whether the individual is being recommended for the full endorsement or the endorsement limited to in-vehicle instruction only.

The DOE requires that driver educators possess a valid driver's license, have an acceptable driving record, pass a Federal and State criminal background check, achieve a minimum academic education requirement, and meet the age requirements as determined by the State. The DOE minimum age requirement is based on the requirement to have at least five years of driving experience while holding a driver's license. The DOE does not require driver educators to meet health or physical requirements.

The DMV requires the following prerequisites for instructors receiving initial instructor license (Reference: 23 VSA §705 Qualifications for instructor's license, 15 VSA §795, 32 VSA §3113, and DMV Administrative Rule 11 (1)):

- The applicant is in good standing with the tax department.
- The applicant is in good standing in respect to child support.
- The applicant has no felony conviction or incarceration for a felony within the last 10 years.
- The applicant has no DUI violation or conviction in the last three years.
- The applicant has no subsequent 10 point conviction.
- The applicant will be training under the license of a licensed private driver training school.
- The applicant is physically able to operate a motor vehicle and to train others in such operation.

- The applicant has five years of experience as a licensed operator and is at least 21 years of age.

The DMV requires that instructors possess a valid driver's license, have an acceptable driving record, pass a Federal and State criminal background check, meet health or physical requirements, achieve a minimum academic education requirement, and meet the age requirements.

## **Recommendations**

### 3.1.1

- Require that Department of Education instructors meet health or physical requirements as determined by the State.

## **Status**

### 3.1.2

Vermont requires individuals desiring to obtain a driver educator license to complete approved standardized instructor training that applies to instructors and teachers in all public and private driver education and training programs. The DOE requires, for an educator license with the driver education endorsement for classroom and in-vehicle, that the instructor complete the basic teacher preparation coursework for all teachers in any discipline and 18 credit hours. This training consists of six separate 45 clock hour courses. This preparatory time for the classroom and in-vehicle instructor is 270 clock hours that exceeds the recommended 120 hours of preparatory time. The courses include the following:

1. In-vehicle instructional techniques (45 hours)
2. The zone control system of driving, general traffic safety, and emergency driving techniques (45 hours)
3. Traffic safety education, including methods and materials for teaching driver and traffic safety education, administration of a driver and traffic safety education program, vehicular law, and insurance and financial responsibility. The courses that cover this content are Driver Education I (45 hours) and Driver Education II (45 hours).
4. Alcohol and drugs (45 hours)
  - a. the impact of alcohol and other drugs on the operation of a motor vehicle
  - b. recognition of impairment by alcohol and other drugs (For in vehicle license only, b. meets the standard.)
5. An area of the behavioral sciences such as educational psychology, adolescent psychology, or human development (45 hours)



In addition, the DOE requires that the instructor has the following performance standards:  
Specifically, the educator:

1. Provides students with positive attitudes toward safe driving with special emphasis on having students understand the serious responsibilities associated with safely operating a motor vehicle
2. Provides students with the necessary skills to drive safely
3. Plans, organizes, implements, and evaluates a driver and traffic safety education program, including procuring vehicles, performing the necessary recordkeeping, and carrying out other administrative duties associated with driver education
4. Models for students, at all times, a high level of self-driving performance
5. Maintains effective public relations with the community, including remaining aware of community needs and making the community aware of the need for driver education

The courses mentioned above are currently being provided by the Vermont Higher Education Collaborative in conjunction with Castleton State College. The costs to the instructors have more than doubled for these courses, compared to when offered through the DOE Driver Education Consultant.

The DOE requires that a teacher with the basic preparation coursework desiring to teach in-vehicle only to complete the six credit hours consisting of the in-vehicle instructional techniques and the zone control system of driving, general traffic safety, and emergency driving techniques (90 hours) and a drug and alcohol workshop (between eight and 15 hours). This preparatory time for the in-vehicle only instructor may be between 98 and 135 hours depending on the length of the drug and alcohol workshop (Reference Vermont Department of Education – Vermont Standards Board for Professional Educators – Rule 5440-30).

The Vermont DMV requires an individual desiring to be licensed through DMV to complete the same courses as the DOE. In many cases, course attendees are from both agencies. The DMV only issues licenses permitting driving instructors to teach *both* classroom and in-vehicle. The DMV requires the following:

- a. The applicant holds a current Vermont Board of Education Teaching Certificate endorsed for driver education; or
- b. The applicant has done the following:
  1. Successfully completed all required driver education instructor preparation coursework;
  2. Successfully completed an educational psychology course;
  3. Successfully completed a recognized course on the effects of drug and alcohol use;
  4. Provided written verification of 60 hours of teaching experience;

5. Passed a 50 question test, administered by the Driver Training Coordinator, based on standard driver training materials; and
6. Passed a complete DMV licensing exam.

This preparatory time is 270 hours that exceeds the recommended 120 hours of preparatory time. The DMV does have procedures that would permit individuals to complete driver instructor preparation coursework through alternate entities such as Keene State College in New Hampshire or the American Driver and Traffic Safety Education Association – Teacher Credentialing /Certification Program (Reference: 23 VSA §705,706; Administrative Rule, Operation of Commercial Driver Training Schools and Instructors Giving Driver Training Instructions for Hire (I)).

### **Recommendations**

#### 3.1.2

- Require that a Department of Education in-vehicle only teacher complete basic preparation coursework that is no less than 120 hours of preparatory time.

### **Status**

#### 3.1.3

The DOE accepts completion of an educational psychology course to meet the requirement that instructors receive training in accepted best practices in course delivery and evaluations using various delivery modalities. In addition, the DOE requires that driver education teachers complete additional professional development courses in these areas for relicensing every three years for a Level I license and seven years for a Level II license.

The DMV accepts completion of an educational psychology course to meet the requirement that instructors receive training in accepted best practices in course delivery and evaluations using various delivery modalities.

### **Status**

#### 3.1.4

The DOE does not require that an instructor pass a State-approved practical and/or written exam specific to driver education. The DOE does require that any teacher pass the Praxis I (general teaching principles) and driver education instructor course exams.

The DMV requires that an instructor pass a State-approved written exam based on driver education instructional materials.

### **Status**

#### 3.1.5

The DOE does not require annual continuing education and professional development hours for instructors. The DOE requires a teacher to complete three continuing education credits for renewal of his/her Level I license or nine continuing education credits for renewal of his/her Level II license. An instructor may obtain the continuing education and professional development hours by attending conferences and workshops related to

driver education or teaching techniques. Fifteen conference or workshop hours equal one credit hour.

The DMV does not require annual continuing education professional development hours for instructors. The DMV expressed concern that it may be difficult for the licensed instructors to accomplish continuing education requirements.

There are more opportunities than are currently recognized for continuing education and professional development.

### **Recommendations**

#### 3.1.5

- Require annual continuing education and professional development hours for the Department of Motor Vehicles instructors.
- Maintain the requirement of continuing education and professional development hours for the Department of Education instructors.

### **Status**

#### 3.1.6

Although the DOE does not require an annual driving record review for instructors, it uses a service that informs it when an instructor has a serious violation on his/her driving record.

Although the DMV does not require an annual driving record review for instructors, it requires that licensed driving instructors have their driving records reviewed every two years, as part of the renewal process.

### **Recommendations**

#### 3.1.6

- Require an annual driving record review for Department of Education and Department of Motor Vehicles instructors.

## 4.0 Parent Involvement

### Advisory

#### 4.1 Each State should:

4.1.1 require the parent of a teen driver education and training student to attend a parent seminar, pre-course, or the initial session of the teen's driver education and training course. This session should outline the parent's responsibility and opportunity to reduce his or her teen's crash risk in several ways, including modeling safe driving behavior. Information conveyed to the parent in this session should include, but not be limited to, the following known best practices of GDL and parental involvement:

- a) Manage the novice driver's learning-to-drive experience to determine the readiness of the teen to begin the process, and supervise the teen's driving so that the parent can better determine the teen's readiness to advance to the next licensing stage and assume broader driving privileges;
- b) Supervise an extended learner permit period of at least six months that provides at least weekly opportunities for the novice driver to accumulate a minimum of 50 hours of supervised practice driving in a wide variety of increasingly challenging circumstances. Hours of supervised practice driving required in GDL should not be reduced by a novice driver's participation in other driver education and training programs, nor should any other activity be considered a substitute;
- c) Supervise an extended intermediate license period that temporarily restricts driving unsupervised with teen passengers and during nighttime hours until the State's GDL requirements have been met and the parent determines the teen's readiness to drive unsupervised in these high risk conditions; and
- d) Negotiate and adopt a written agreement between the teen and parent that reflects the expectations of both teen and parent and clearly defines the restrictions, privileges, rules, and consequences that will serve as the basis for the teen to earn and for the parent to grant progressively broader driving privileges.

4.1.2 require a parent to complete a debriefing with the driver training instructor to inform the parent of the progress and proficiency of the teen driver. This final session should include a reminder that it is the parent who must ultimately determine the teen's readiness to obtain a license with full driving privileges and of the parent's responsibility and important role in helping the teen to become a safe driver.

## Status

### 4.1.1

Vermont does not currently require driving schools to offer a “Parent Session,” nor does it currently require parents to attend such a session. However, there is no provision preventing driver training programs from offering a Parent Session, and many driver training programs do voluntarily offer such sessions, sometimes mandating parent attendance.

Such Parent Sessions, when offered, generally address the parent-related topics in the *Novice Teen Driver Education and Training Administrative Standards*, including parents’ responsibility and opportunities to positively impact teen crash risk, Vermont’s Graduated Driver Licensing System, conducting effective required hours of supervised practice driving, modeling safe driving behavior, and adopting a written parent-teen driving agreement. Further, attendance at such voluntary Parent Sessions appears to be quite high, although an individual school or instructor may have to offer several Parent Sessions to reach all the parents of teens enrolled in a particular driver education class.

Some driver training programs’ support of parent involvement is accomplished in other ways, such as by requiring that some portion of the parent-supervised practice driving to occur simultaneously with the driver education class, providing ongoing communication to parents via phone or email about student progress, and sending home an informational packet to parents. Further, it is estimated that approximately one-half of Vermont’s high schools do feature some version of a parent involvement program.

To support the implementation and delivery of Parent Sessions, Vermont provides a full suite of resources for instructors, including the *Parent Involvement Resource Guide*, the *VDTSEA Parent/Guardian-Teen Vehicle Use and Operation Agreement*, and a 75-slide *PowerPoint* presentation. The voluntary parent sessions currently hosted by driver training programs in Vermont could serve as an efficient and proven basis for a state-wide outline for all such programs.

Overall, parent involvement in driver education appears to be highly valued and strongly supported by instructors, students and legislators. There was universal support for the concept and value of Parent Sessions, but not everyone agreed that parent attendance should be mandatory.

Beyond the concept of Parent Sessions, Vermont does make available several resources to support parent education of and involvement in the state’s driver education and licensing processes. First, the Department of Motor Vehicles hosts a comprehensive website, complete with information about the licensing process, a list of Standard Driving Schools, and Frequently Asked Questions.

Second, Vermont offers a free, downloadable 11-page booklet titled “*Vermont’s Graduated Driver License Law and Teen Driving Safety Tips: A Parent’s Guide.*” Using an easy-to-read format, this guide provides an overview of Vermont’s entire licensing

process, covering topics such as GDL and the three stages of the licensing program, restrictions on driving, consequences of violations, how to find a driver education program, tips to help teens drive safely, and additional resources.

Third, the State offers the *Driving Practice Log Sheet*. Vermont requires that parents conduct 40 hours of supervised practice driving, 10 of which must be at night, and this document helps families track and record this driving. When signed and submitted by the parent, it serves as the official proof that the required hours of practice driving were completed.

In sum, despite not requiring parents to attend a Parent Session, the State seems well prepared to support parent involvement, by providing support to instructors in delivering Parent Sessions, and by making resources directly available to parents.

## Recommendations

### 4.1.1

- **Require parents of novice teen drivers to participate in an orientation session that addresses topics including parents' responsibility and opportunity to impact teen crash risk, Vermont's Graduated Driver Licensing System, conducting effective supervised practice driving, modeling safe driving behavior, and adopting a written parent-teen driving agreement.**
- Explore methods to increase access to the Parent Sessions to address geographic, scheduling, logistic and other concerns regarding mandating parents' in-person attendance at a driver training program-hosted Parent Session.

## Status

### 4.1.2

Vermont does not currently require driver training programs or instructors to provide an end of course briefing on classroom or the on-the-road performance to parents. Some driving schools' instructors do voluntarily debrief directly with parents, and others voluntarily send home a summary of a student's performance, including what driving skills should continue to be developed in subsequent supervised practice driving.

## Recommendation

### 4.1.2

- **Require each parent to complete an end of course briefing with the driving training instructor to discuss the progress and proficiency of the teen driver.**
- Require that end of course briefings include input regarding what skills and abilities the parent and teen should practice during future supervised driving and remind parents of the necessity and value of their ongoing involvement as their teen continues to learn to drive.

## **5.0 Coordination with Driver Licensing**

### **Advisory**

#### **5.1 Each State should:**

5.1.1 have a formal system for communication and collaboration between the State driver education and training agency and the State driver licensing authority. This system should allow sharing of information between driver education and training program/course administrators and the State's driver licensing authority.

5.1.2 have a GDL system that includes, incorporates, or integrates driver education and training. Completion of driver education and training should not reduce the time requirements in the GDL process.

5.1.3 provide information and education on novice teen driving requirements and restrictions to judges, courts, and law enforcement officials charged with adjudicating or enforcing GDL laws.

5.1.4 ensure that sanctions for noncompliance with GDL requirements by novice teen drivers are developed and enforced uniformly.

5.1.5 require a parent to submit State-specified documentation that certifies completion of required supervised hours in a manner that reduces the possibility of fraudulent entries.

5.1.6 ensure that State licensing tests are empirically based and reflect performance competencies of the standards-based driver education and training program outlined in the previous sections of this document.

5.1.7 develop and implement a valid and reliable driver's knowledge and skills test that assesses factors associated with the novice teen driver's ability to reduce driving risks.

#### **Status**

##### **5.1.1**

Driver Education in Vermont is supervised and supported by personnel in the Vermont Department of Education (DOE) and the Department of Motor Vehicles (DMV). Both departments are jointly charged with approval of driver education and training courses.

Since 80% of driver education is provided through Vermont high schools and the DOE has both the educational expertise and the legislative mandate to provide driver education, DOE is recognized as the primary resource for delivering driver education.

The administration of the high school driver education program is the responsibility of the DOE.

The administration of private driver education programs and third-party testers is the responsibility of the DMV.

In the past, the DOE had a full-time Driver Education Consultant on its staff. There were also one or two administrative assistants. Since 2004, the Driver Education Consultant position has either been vacant or staffed by a temporary part-time employee. Since 2010, the position has been vacant and another program technician, with other DOE duties, has assumed some of the work of the Driver Education Consultant position.

Within the DMV an individual holding the position of Transportation Program Specialist serves as the driver training coordinator and oversees the private driver training schools. The person holding this position also has other duties and responsibilities within DMV.

Staffing for driver education in both the DOE and DMV has been negatively affected in recent years by the economy.

Currently, there appears to be no formal system for communication and collaboration between the State's driver education and training agencies and the State driver licensing authority. DOE and DMV do communicate by e-mail, phone and personal contact in an ad hoc manner. However, there is no central point of coordination between the two departments.

DMV provides relevant updates to contacts at the DOE who distribute these updates through an e-mail system to public high schools.

Vermont third-party licensing examiners are provided with updates as required. They are also provided with refresher training as time permits.

Data related to teen driving traffic convictions and driving errors in crashes is not actively disseminated for driver education program enhancement and improvements.

## **Recommendations**

### **5.1.1**

- **Create a formal system for communication and collaboration between Department of Education and Department of Motor Vehicles and create a position that will provide a central point of coordination between the two departments.**
- Distribute teen crash and conviction data for driver education program enhancement and improvement to the driver education and traffic safety community.



## Status

### 5.1.2

The Vermont DMV Provisional license program requires new drivers 15–17 years of age to progress through three licensing levels, Learners Permit, Junior Operator's License, and Full licensure.

Driver education completion certificates (yellow and green cards), issued to teens who successfully complete driver education, are submitted by applicants applying for Junior Operator Licenses to the DMV. There are numerous teens waiting until age 18 to obtain a license therefore, avoiding driver education and GDL. While the reduction in crashes for the drivers 18 and 19 is significant, it is not as significant as the reduction in crashes for the 16 and 17 year old drivers.

The manual process for issuance and maintenance of the driver education completion certificates require multiple signatures before being eligible to submit to DMV.

The Vermont DMV issues a Junior Operator License to persons 16–17 years of age.

Individuals who obtained a Learner's Permit on or after July 1, 2000, are subject to the provisions of Vermont's Graduated Driver License (GDL) laws.

Successful completion of an approved driver education course is only required for individuals age 16 and 17 seeking driver licenses.

Completion of an approved driver education and training course does not reduce the time requirements in the GDL process.

Individuals 15 years of age or older, may operate a motor vehicle if they hold a valid Learner's Permit and are accompanied by one of the following people (riding in the vehicle beside the driver):

- A licensed and unimpaired parent or guardian
- A licensed or certified and unimpaired driver education instructor
- A licensed and unimpaired individual who is at least 25 years of age.

To apply for a Learner's Permit, an individual must have maintained a clean driving record in the previous two years.

Individuals must possess a Learner's Permit for at least one year prior to obtaining a Junior Operator License.

Prior to obtaining a Junior Operator License an individual must complete an additional forty hours of practice behind the wheel with at least ten hours being nighttime driving while accompanied by one of the individuals indicated above who is riding beside the driver. Proof of this additional practice must be submitted to DMV at the time of

application for a Junior Operator License on a form provided by DMV and certified by one of the individuals indicated above. Form, TA-VN-210 (Driving Practice Log Sheet) has been created for this purpose. <http://www.adobe.com/products/acrobat/readstep.html>

An individual must have maintained a "clean" driving record without any Learner Permit recalls, suspensions or revocations for a six-month period prior to obtaining a Junior Operator License.

While holding a Junior Operator License, the individual may not operate a vehicle in the course of their employment for one year following the issuance of the Junior Operator License or until they reach the age of 18 (whichever comes first).

While holding a Junior Operator License, an individual may not carry passengers for hire.

During the first three months of operation under a Junior Operator License, the individual is restricted to driving alone, or with one of the individuals indicated above. If one of those individuals is in the vehicle with them there is no restriction on the number of passengers they can transport in the vehicle. However, the driver is not allowed to transport more passengers than there are safety belts.

During the second three months of operation under a Junior Operator License, the individual may begin transporting immediate family members (parents and/or siblings) in the front seat.

After holding a Junior Operator License for six months there are no passenger restrictions.

There are no nighttime driving restrictions for Junior Operator License holders.

An individual must be 18 years of age to obtain an Operator License, and must have not had any recalls, suspensions or revocations during the previous six-month period.

Driver education schools are not required to offer a parent session at the beginning of a course.

Parents, guardians, or mentors are not required to attend a parent session when the permit holder begins the driver education course.

Parents, guardians, or mentors are not required to attend a debriefing when the permit holder completes the driver education course.

## Recommendations

### 5.1.2

- Automate the process for the issuance of the driver education completion certificates that eliminates the multiple signatures required under the current manual process.

## Status

### 5.1.3

The GDL requirements are primarily communicated to students and parents through the driver manual and driver education course providers.

The DMV distributes law enforcement bulletins to address changing legislation on novice teen driving requirements and restrictions. These bulletins are distributed to the offices of all State's Attorneys, Sheriffs and law enforcement. Judges and courts are not included in this distribution list.

Enforcement of GDL restrictions by law enforcement and the courts is perceived as inconsistent.

A publication entitled "*A Parent's Guide to GDL*" is available on-line and has also been provided to some law enforcement officers.

## Recommendations

### 5.1.3

- Continue the Department of Motor Vehicles publication of the law enforcement bulletins addressing changing legislation on novice teen driving requirements and restrictions.
- Distribute the law enforcement bulletins to all State's Attorneys, Sheriffs, law enforcement officers, judges and courts.
- Develop additional Department of Motor Vehicles and Department of Education outreach and education materials for use by judges, courts, and law enforcement agencies that address the Graduated Driver License provisions, restrictions, and mandated sanctions.
- Develop a law enforcement pocket guide describing how to interpret the license issue date and driver's age, Graduated Driver License driving requirements and restriction information for use during roadside stops.

## Status

### 5.1.4

Sanctions for violations of GDL are written into Vermont Statute and require the recall of permits or licenses of young offenders. Period of the recall is based on the offense and by statute ranges from 30 to 90 days.

A Learner's Permit or Junior Operator License is considered to be a provisional license which is recallable. Any of the following actions will result in the recall of an individual's Learner's Permit or Junior Operator License:

- Recommendation from a Diversion/Reparative Board - 30 day recall
- Texting violation - 30 day recall
- Carrying passengers for hire - 90 day recall
- Driving for employer/employment - 90 day recall
- Passenger age violation - 90 day recall
- Passenger restrictions - 90 day recall
- Points accumulation (for a single 3 point speeding violation or a 6 point total) - 90 day recall

Enforcement of GDL restrictions by law enforcement and the courts is perceived as inconsistent.

Although some parents believe the current GDL restrictions may be too restrictive and should be relaxed in relation to transporting siblings, some legislators believe the restriction is appropriate.

## Recommendations

### 5.1.4

- Develop additional Department of Motor Vehicles and Department of Education outreach and education materials for use by judges, courts, and law enforcement agencies so that the Graduated Driver License provisions, restrictions, and mandated sanctions are enforced uniformly.
- Develop a law enforcement pocket guide describing how to interpret the license issue date and driver's age, Graduated Driver License driving requirements and restriction information to assist with consistent enforcement.
- Develop additional Graduated Drivers License outreach materials informing parents on the reasons for the driving restrictions and why sanctions must be enforced when their teen driver violates the restrictions of the Junior Operator's License.

## **Status**

### **5.1.5**

Vermont DMV requires teens to have a minimum of 40 hours of parent-supervised practice driving with at least 10 hours being nighttime driving (in addition to driver education) prior to license testing.

Vermont DMV requires the teen driver to log their driving hours and submit the log sheet to DMV at the time of application for a Junior Operator License on a form provided by DMV and certified by one of the individuals indicated in section 5.1.2. Form, TA-VN-210 (Driving Practice Log Sheet) has been created for this purpose.

Each time an entry is made on the log sheet, the initials of the licensed driver accompanying the teen are required on the log sheet entry.

By signing the log sheet, the parent or guardian self certifies by their signature that their teen has driven the required number of hours.

It was reported that driving time data was entered much later than the actual driving time.

Other than a single notice that “Statements and warrants herein are certified under penalty of 23 VSA §202 and §203” there are no other warnings to parents or guardians regarding falsification of driver log entries or sanctions for doing so. This seems to miss the opportunity to communicate to parents that providing false information could result in both criminal and civil penalties.

## **Recommendations**

### **5.1.5**

- Require driving logs be notarized before being submitted to the Department of Motor Vehicles.
- Provide additional education to the parent, guardian, or mentor, regarding the consequences of falsifying driver log entries.
- Emphasize, in the Parent Session, the importance of truthfulness for the parental submission of state specified documentation certifying completion of supervised practice driving.

## **Status**

### 5.1.6

Vermont DMV road test examinations require drivers demonstrate knowledge of the rules of the road and basic vehicle control which is covered in driver education.

Applicants are expected to demonstrate they have attitudes and habits required of safe and courteous drivers.

Vermont DOE, DMV and the Vermont Driver & Traffic Safety Education Association (VDTSEA) have worked together on changes to the Vermont Driver Manual. This collaborative effort resulted in more consistency between training and testing materials, is the basis for the first on-line, interactive tutorial for a jurisdiction's driver manual, and has helped to bring driver training and driver testing closer. Teens using the tutorial can learn about safe driving, learn the rules of the road and prepare for both the written and road tests at the Vermont DMV.

Vermont DMV requires a knowledge test that measures an applicant's knowledge of road signs, traffic laws, and other information a driver needs to know. All information required to pass the knowledge test is found in the Vermont Driver Manual.

## **Status**

### 5.1.7

Prior to obtaining a Learner's Permit, applicants are required to pass a written knowledge test. Applicants seeking a Vermont driver's license who do not currently hold a Vermont learner permit are also required to pass a written knowledge test containing 20 questions based on the Vermont Drivers Manual.

Driver educators administer written knowledge and driving skills tests that address the novice teen driver's ability to reduce driving risks. The nature and extent of these tests vary and are determined by local driver educators and/or local school policy.

The Vermont DMV road test is designed to require the license applicant to demonstrate knowledge of the rules of the road and vehicle control as well as demonstrating the attitudes and habits required of safe drivers.

There is collaboration between the Vermont DOE ,DMV and VDTSEA to identify and resolve discrepancies between Driver Education training and DMV driver license testing.

## **Recommendation**

### 5.1.7

- Continue the collaboration to identify and resolve discrepancies between Driver Education training and Department of Motor Vehicles driver license testing.



## APPENDIX 1 – Team Credentials

### TROY E. COSTALES

Administrator, Transportation Safety Division  
Oregon Governor's Highway Safety Representative  
Oregon Department of Transportation  
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Troy has served as the Transportation Safety Division Administrator and Governor's Highway Safety Representative since September of 1997 with formal delegation letters from former Governor Kulongoski and Oregon's current Governor Kitzhaber. He has over 24 years of experience in Transportation Safety, including 14 as the Administrator of the Division. In this current position, Troy serves as a member of the executive management team for the Oregon Department of Transportation.

Over the past 14 years, he has served multiple terms as a member of the board for the Governor's Highway Safety Association (GHSA) and is currently the Chair; served as a member of the American Association of State Highway and Transportation Officials (AASHTO) – Standing Committee on Highway Safety; served as a team member for the revisions to the NHTSA Impaired Driving program management course; is currently serving as a member of the Transportation Safety Management Committee and the NCHRP Panel 17-18 for the Transportation Research Board (TRB); currently serving as the task group Chairman for the AASHTO Strategic Highway Safety Plan initiative; and currently serving as a member of the International Association of Chiefs of Police – Drug Evaluation and Classification Program - Technical Advisory Panel.

Under Mr. Costales' leadership, Oregon has seen a dramatic decline in traffic fatalities and injuries, to the lowest level since 1944. The number of individuals injured in traffic crashes has also declined by more than 30% since the peak of 39,000 in 1996 to 26,000 last year. In addition, Oregon started a strong graduated driver license program that includes an incentive for driver education. Over the past three years the number of 16 year-old drivers behind the wheel when someone is killed or injured, has declined by over 50%. Oregon continues to post one of the highest safety belt use rates in the nation at 97+%. With the decline in the overall fatality toll, the number of alcohol-involved fatalities has also decreased by double digit percentages in this past decade.



## **KEVIN R. LEWIS**

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Kevin was born in Pittsburgh, Pennsylvania, on January 5, 1955, served in the United States Navy in the military intelligence arena from 1973 to 1979 and graduated from the University of Maryland with a degree in Business Administration in 1985. Kevin has over 36 years of Information Systems, Computer hardware/Software Integration and Driver Licensing experience.

Kevin has worked for a wide variety of employers, including NASA, where he worked on the first three Space Shuttle launches and the Defense Advanced Research Projects Agency (DARPA) where he was responsible for managing the Agency's Data Processing Center as well as providing computer hardware support for over 1,500 workstations. Kevin joined AAMVAnet in August 1997 as the Driver Systems Implementation Manager and became manager of the Operations Department in June 1998. In March of 2000, he assumed the position of CDL Safety Director in AAMVA's Programs department. He currently serves as Director of Driver Programs in AAMVA's Programs and Member Support department.

Kevin has been married for 28 years and resides in Mitchellville, Maryland.

## **NINA JO SAINT, MS**

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Nina Saint is Program Manager and Driver Education Curriculum Specialist for the driver Training Division at Education Service Center, Region XIII that manages the functions of the Texas Education Agency for oversight of public and licensed (private) schools. She has over 33 years of experience in education and over 29 years of experience in the field of driver education. Nina is responsible for establishing the curriculum standards for public, licensed, and parent-taught driver education programs. Her background is in public and private school driver education instruction including classroom, behind-the-wheel, simulation, and multi-car range instruction.

Nina serves as the Executive Director for the Driver Education and Training Administrators (DETA), Central board member for the American Driver and Traffic Safety Education Association (ADTSEA), Chair of the Supervision and Administration Division of ADTSEA, ex officio board member for the Texas Driver and Traffic Safety Education Association (TDTSEA), Ad Hoc board member of the Texas Coalition for Motorcycle Safety, Secretary for the Texas National Association for Multicultural Education, and a member of the Operator and Education Committee for the Transportation Research Board, and the Chair of the Association of National Stakeholders in Traffic Safety Education.

In 2008, Nina received the Texas Driver and Traffic Safety Education Associations Gene Wilkins Honor Award and in 2010, Nina was the only state administrator to receive the prestigious Driving School Association of the Americas', H. B. Vinson Award.

## JANICE DAWSON SIMMONS

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Janice Simmons is an administrative consultant for National Highway Traffic Safety Administration (NHTSA) facilitated, Technical Assistance Teams (TAT), throughout the nation. She has been a participant since 1991, beginning with *The Emergency Medical Services Program Assessment for the State of New York*. In addition to Driver Education Assessments, she has assisted with programs that include Motorcycle Safety, Impaired Driving, Occupant Protection, Pedestrian Safety, and Emergency Medical Services.

## JOHN G. SVENSSON

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John served as a team member on the National Driver Education Standards Project. He is President of the Training & Research Institute for Advanced Driver Development (TRIADD) Inc. and the Immediate Past President of the Driving School Association of the Americas. John has been actively involved in road safety since 1970 and his expertise in road safety has been widely sought by organizations throughout North America and abroad, providing training and consulting services to governments, agencies and corporations in Canada, United States of America, Australia, Hong Kong, Japan, United Kingdom and Germany.

John has an impressive list of credentials which encompass virtually all vehicle classifications and instructor qualifications. Highlights include: Province of Ontario Chief Instructor, Chief Instructor in the Canada Safety Council Motorcycle Training Program, Ontario recognized signing authority, Province of Ontario Teacher Preparation Course, Department of National Defense Training Systems Standards Specialist Certificate, and Senior Driver Competency Assessment credential (DCA) with the Road Safety Educators' Association Inc.

Additionally, John has served as president of the Driving School Association of Ontario and in various capacities with the American Driver and Traffic Safety Education Association, the North American Coalition for Road Safety Education, the Road Safety Educators' Association, the Canada Safety Council and Crime Stoppers. He is a regular attendee and speaker at both national and international road safety conferences and has received numerous awards of recognition.

John believes that massive changes are about to reshape the future of Road Safety Education, and his current activities place him in the forefront of these developments. He is heavily involved in the application of new technologies in driver development and assessment and currently serves on numerous provincial, national and international committees.

## **WILLIAM E. VAN TASSEL, Ph.D.**

**Position:** Manager, Driver Training Operations. AAA National Office.  
Responsible for developing, implementing and evaluating AAA's driver education/training programs. June 2004 – current.

**Education:** Ph.D. in Safety Education from Texas A&M University  
Masters in Research Psychology from University of Central Oklahoma

**Professional:** Chair of Stakeholder Panel, *Large-Scale Evaluation of Driver Education Project*, funded by Center for Disease Control (CDC), NHTSA and the AAA Foundation for Traffic Safety.

Member, *Novice Teen Driver Education and Training Administrative Standards* Core Development Team.

Member of the Committee on Operator Education and Regulation of the Transportation Research Board (TRB).

Has been qualified as an Expert Witness, providing testimony in driving-related legal trials.

Has worked with the US Army at its Safety Center on prevention of Privately Owned Vehicle crashes.

Quoted in *The New York Times* and *USA Today* on driver safety and training issues.

Research Associate. Center for Alcohol and Drug Education Studies at Texas A&M University. Responsible for conducting and oversight of alcohol and drug related research. Fall 1999 to Fall 2001.

Contributing Author. *Responsible Driving*. AAA/Glencoe. 2006 Edition.

### **Research Interests:**

Measurement of Alcohol in the Body  
Distracted Driving  
Effects of Drowsiness on Driving Ability  
Advanced driving skill courses

## APPENDIX 2 – Assessment Agenda

Vermont Department of Motor Vehicles  
NHTSA Driver Education Technical Assessment  
Capital Plaza in Montpelier  
December 5 – 9, 2011

**Monday – December 5, 2011 6 pm – 8pm**

### Introductions, Overview and Dinner

Rob Ide, Commissioner of Motor Vehicles - Welcome and Opening Remarks  
Jim Wright, NHTSA - Introduction of Assessment Team and Overview of Assessment Process  
Kathy Codling - Housekeeping

### Attendees

#### Vermont Department of Motor Vehicles (VT DMV)

Robert Ide, Commissioner of Motor Vehicles  
Howard Deal, Deputy Commissioner of Motor Vehicles  
Glen Button, Director of Enforcement

#### Also representing the Department of Motor Vehicles:

Marty Dexter, Paul Graves,  
Kathy Codling and Denise Kingsbury

#### National Highway Traffic Safety Administration

Jim Wright - Highway Safety Specialist, NHTSA  
Angie Byrne - Regional Program Manager, Region 1, NHTSA

#### Driver Education Technical Assessment Team

Troy E Costales - Transportation Safety Division, Oregon DOT  
Kevin Lewis - American Association of Motor Vehicle Administrators  
Nina Jo Saint - Education Service Center, Region XIII  
John Svensson - First Past President, Driver Training Schools of the Americas  
William E Van Tassell, Ph.D - Driver Training Programs, AAA  
Janice Simmons - Administrative Consultant

**Tuesday – December 6, 2011**

**8:00 am Vermont's Strategic Highway Safety Plan**

Session 1 Kevin Marshia - SHSP Core Group Chairman, Agency of Transportation

**8:30 am Education and Training**

Session 2 Joe Barch - Driver Educator, Mount Mansfield Union High School

Emily Mooney - Driver Educator, Oxbow Union High School  
Kevin Masse - Driver Educator, Mount Abraham Union High School

<b>9:30 am</b>	<b>Break</b>
<b>9:45 am</b>	<b>Administration 1 - Department of Education</b>
Session 3	Armando Vilaseca - Commissioner, Department of Education Mark Oettinger - General Counsel, Department of Education Tammy Pregent - Education Research and Information Specialist, Department of Education
<b>10:45 am</b>	<b>Break</b>
<b>11:00 am</b>	<b>Administration 2 - Role of School Administrators</b>
Session 4	Jeff Francis - Executive Director, Vermont Superintendents Association Ken Page - Director, Vermont Principals' Association Andy Kepes - Principal, Mount Abraham High School
<b>11:40 am</b>	<b>Administration 3 - Department of Motor Vehicles</b>
Session 5	Marty Dexter - Driver Training Coordinator, Department of Motor Vehicles
<b>12:00 noon</b>	<b>Team Lunch and Debrief</b>
<b>1:00 pm</b>	<b>Legislators</b>
Session 6	Sara Kittel - Senator, Senate Committee on Education Peg Flory - Senator, Senate Committee on Transportation Peter Peltz - Representative, House Committee on Education David Potter - Representative, House Committee on Transportation
<b>2:00 pm</b>	<b>Coordination with Driver Licensing</b>
Session 7	Jim Connor - Licensing Examiner, Department of Motor Vehicles Janet Lussier - NEK Driving School Marty Dexter - Driver Training Coordinator, Department of Motor Vehicles Tammy Pregent - Education Research and Information Specialist, Department of Education

**2:45 pm**

**Break**

**3:00 pm**

**Instructor Qualifications**

Session 8

Jenise Nicholson - Program Manager, Educator Licensing,  
Department of Education  
Lindsay Townsend - Driver Education Coordinator,  
Vermont Higher Education Collaborative  
Marty Dexter - Driver Training Coordinator, Department of Motor  
Vehicles

**3:45 pm**

**Break**

**4:00 pm**

**Vermont Driver & Traffic Safety Education Association**

Session 9

Mark Hamilton - VDTSEA first past president  
Lindsay Townsend - VDTSEA Executive Director  
Barb Brody - VDTSEA past president  
Stan Blicharz - VDTSEA past president

**5:00 pm**

**Team Debrief**

**Wednesday – December 7, 2011**

**8:00 am**

**Parent Involvement**

Session 10

Dawn Estes - Gold Star Driving School  
John Viau - AMS Driving School, and Bellows Free Academy, Fairfax  
George Rooney - South Burlington High School

**8:45 am**

**Break**

**9:00 am**

**Law Enforcement and Judiciary**

Session 11

Judge Howard Kalfus - Hearing Officer, Vermont Judicial Bureau  
Cpl. Mark Moody - Montpelier Police Department, School Resource  
Officer

**9:30 am**

**Governor's Highway Safety Program**

Session 12

Ted Minall, Chief - Governor's Highway Safety Program



Lt. John Flannigan - Supervisor Traffic Safety Unit,  
Vermont State Police

**10:00 am Parent Panel**

Session 13 Lisa Cross  
Sue and/or Alex Aldrich  
Lydia Simpson  
Penny Davis  
Brynn Pelkey

**10:30 am Break**

**10:45 am Teen Panel**

Session 14 Eric Cross  
Flynn and/or George Aldrich  
Josh and/or Ashley Simpson  
Ryan Davis  
Taisha Pelkey

**11:15 am Driver Educator Panel**

Session 15 Keith Mullins - Superior Driving School and Harwood High School  
Melissa Manson - Cow Tales Driver Education  
Timothy Garrow - Precision Driver Training School

**12:15 pm Team Lunch and Debrief**

**2:00 pm Team Assessment of Information and Preparation of Final Report**

**Thursday – December 8, 2011**

**Team Assessment of Information and Preparation of Final Report, continued**



**Friday – December 9, 2011**

**9:00 am REPORT OUT**

**Pavilion Auditorium  
109 State Street  
Montpelier, Vermont 05602**

**Open to all interested parties**

## **Attachment B**

**Driver Educat Survey (VT) 10-11**

Last Updated 10-24-11

Jurisdiction	Is driver education in your jurisdiction funded in the same manner as general education is funded?	How much does your jurisdiction spend on driver education on a per-student basis? What are the actual costs for providing driver education on a per-student basis? For example, driver education in Vermont could cost a school district \$700 per student and state funds (grants) reimburse school districts approximately \$71 per student.	To what extent, if at all, does your jurisdiction use alternate sources of funding for driver education, such as: (a) fines from moving violations; (b) insurance premiums, especially for drivers with proven records of motor vehicle violations and/or crashes; (c) license and/or registration fees; or (d) other sources?	How are driver education responsibilities divided between/among the DOE/DMV and local school administrators?	Who licenses and oversees private driver training schools in your jurisdiction?	Must instructors in private driver training school have the same qualifications as driver educators in public schools?	Does your jurisdiction approve on-line driver education?
<b>Alabama</b> Lt. James D. Patterson james.patterson@dps.ala.gov	Yes	\$60,000.00 Avg. salary & benefits + \$8000.00 vehicle costs (car, gas, + insurance cost, etc.) = \$68,000.00 divided by 6 classes with 15 students per class = \$755.55 per student.	The DOE receives \$1.50 fine fund monies per moving violation for the state administration of the program. The DOE distributed from these fine fund monies in FY2011 \$996,480.00 for 100 school systems that participated in the 3 <sup>rd</sup> party testing program & the 80/20% match program for used driver education cars that are purchased through ALDOT. This distribution amount varies from year to year with a low of around \$500,000.00 to the FY2011 all time high.	DOE administers driver education as an elective part of the school curriculum. DMV is not involved other than regulating and overseeing the administration of skills testing for licensing by DOE personnel.	Private driver training schools are not regulated or licensed by the Alabama Department of Public Safety	No statutory requirements.	
<b>Alberta</b> Mike Caverhill mike.caverhill@gov.ab.ca	No	Not applicable. Driver education is provided by private-sector driving schools that are licensed by the provincial government.	Alberta does not provide direct funding for driver education.  School driver education is handled by the school districts.	Driver training can only be provided by driver training schools licensed by Alberta Transportation. AT provides administration and oversight for the industry.	Alberta Transportation	Driver training is not provided through public schools.	Alberta Transportation has approved a small number of online defensive driving courses but no basic driver education programs.
<b>Arizona</b> Donna Dailey ddailey@azdot.gov	No	Driver Education is handled by the various school districts.	School driver education is handled by the school districts.	The school districts determine whether driver education is included.	Private driving schools are licensed and regulated by the Motor Vehicle Division.	Public school educators are not regulated by the Division.	No.

Driver Education Survey (VT) 10-11

Last Updated 10-24-11

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<b>Arkansas</b> Tonie Shields <a href="mailto:Tonie.Shields@dfa.arkans.gov">Tonie.Shields@dfa.arkans.gov</a> Monty D. Pride <a href="mailto:Monty.pride@asp.arkansa.gov">Monty.pride@asp.arkansa.gov</a>	No	None	N/A	Each public school is free to choose whether or not they wish to include driver education.	Private driving schools are certified (curriculum and behind the wheel) are regulated by the State Board of Private Career Education,	No.	No
<b>British Columbia</b> Kathy Thomson <a href="mailto:Kathy.Thomson@cbc.com">Kathy.Thomson@cbc.com</a>	No.	Driver training in British Columbia is provided by the private sector and is licensed and regulated by the Insurance Corporation of British Columbia. Provincial funding is not used for driver training.	British Columbia does not use any provincial funding for driver training.	The Ministry of Education may award 2 credits towards high school graduation upon successful completion of an ICBC-Approved Driver Education Course.	Private driving schools are licensed and regulated by ICBC.	No - driver training instructor candidates are required to undertake an driver instructor training program at a private instructor training facility certified by ICBC.	No.
<b>Colorado</b> Sue Ankele <a href="mailto:sankele@spike.dor.state.co.us">sankele@spike.dor.state.co.us</a>	No	Driver Education is only provided as a non-credit, after hours, fee based program. No state funds are available.	Student fees are the only source of funding.	Each public school is free to choose whether or not they wish to include driver education as a non-credit, fee based service.	Private driving schools are overseen by our Driver Compliance Group. These would be considered third party testers.	All third party tester are required to meet the same qualifications.	Yes
<b>Delaware</b> Kami Beers <a href="mailto:Kami.beers@state.de.us">Kami.beers@state.de.us</a>	Yes, it is funded identically	100% funded by the state legislature at \$483.00 per student in 10 <sup>th</sup> grade. Average teacher salary in state divided by 125.	None	Driver education is administered by the Delaware Department of Education	There are no professional driving schools in Delaware	All certified driver education teachers must have graduated from an accredited college or university with a degree in education. Then 9 college credits must be taken in 3-driver education courses.	No on-line programs are approved

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<p>District of Columbia Lucinda Babers Lucinda.babers@dc.gov</p>	<p>Prior to last year, there was a driver education fund (\$5 of each driver license fee) that could be redirected to driver education programs. However, the law also allowed the fee to be used for other DMV related expenses because DC schools were not interested in having driver education in the school system. Currently, there is no dedicated driver education fund; it has been redirected to the general District fund (note: not the general education fund)</p>	<p>Driver education is not provided by the school system, nor is there a mandatory requirement for it prior to teen licensing</p>	<p>N/A</p>	<p>N/A</p>	<p>Driver license instructors and schools are licensed by DC DMV</p>	<p>N/A...there are no driver educators in DC public schools</p>	<p>No</p>

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<p><b>Florida</b></p> <p>Milton Grosz MiltonGrosz@flhsmv.gov</p>	<p>Yes and No. Driver Education conducted by the Department of Education is funded by the allotment from the Department of Education to the 74 school boards in Florida (67 counties and 7 special school boards). If the school board in the county wants driver education and funds it from the existing education allotment, then they have it, if they do not, they do not have driver education.</p>	<p>There is no centralized location that has this information. The Driver Education was delegated from the Department of Education to the individual school boards in 1988. Not all school boards have driver education and the ones that do run the gambit from no cost to the student paying the full cost of the program. Additionally, with the school boards determining what driver education in their jurisdiction are, a comparison between school boards would be very difficult since each school board is an independent entity.</p>	<p>Section 318.1215, F.S., allows the county commissioners to add a \$5 fee to every civil traffic penalty to fund driver education in public and nonpublic schools. The county commissioners must develop an ordinance to administer the funds. Not all of the counties have these ordinances in place.</p>	<p>As mentioned in the first two columns, the individual school boards have the authority to have driver education if they fund it out of their existing educational allotment. If the county has an ordinance in place to provide supplemental funding they do, otherwise the supplemental funding option is not available. For local school administrators = 100% for DOE driver education, DHSNV =0%.</p>	<p>According to Chapter 488, F.S., the Department of Highway Safety and Motor Vehicles (DHSNV) oversee private driving schools.</p>	<p>No. In the school boards, the school board can set its own requirements. For DHSNV the requirements are in Chapter 488, Florida Statutes, which essentially has DHSNV, set the instructor requirements.</p>	<p>Yes and No. If the driver education is through a school board, then no. If the driver education is through our Traffic Law and Substance Abuse Education course process, then yes.</p>

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<p><b>Georgia</b> Michael B. Mitchell mbmitchell@dds.ga.gov</p>	No.	This information is not immediately known since individual public schools or public school systems that opt to offer driver training are responsible for funding the programs.	In the past, limited grant funds have been made available through the Georgia Driver's Education Commission to those public schools interested in starting a new driver training program or expanding an existing one. These grant funds were made available through a 5% add-on fee to fines collected from traffic violations.	Each public school is free to choose whether or not they wish to offer driver training to its students. For those public schools that do opt to offer driver training, it has been our experience that some offer the course free of charge while others charge a fee, depending on their individual budgets.	The Georgia Department of Driver Services. Approximately 30 of the over 300 licensed driver training programs are authorized to conduct third-party road skills tests. Students that successfully complete a third-party program are eligible to waive the state-administered road skills test when they upgrade to a provisional license at age 16.	Yes.	Yes.
<p><b>Indiana</b> Michele Lyda mlyda@dmv.in.gov</p>	No	The jurisdiction, beyond the cost of staff to license and oversee driver education schools and instructors, does not spend any money directly on driver education. Actual cost per students are unavailable, but the average tuition charged by public and commercial schools alike is between \$375.00 and \$400.00 per student.	Student tuition and fees are the only source for driver education funding.	Currently, DOE oversees the public schools and the BMV oversees the private schools. Beginning January 1, 2012, all driver education schools will be overseen by the BMV.	The BMV has recently taken the responsibility of overseeing and licensing the private driver education providers.	No. Instructors for a public school must have a teaching license with the driver education endorsement. Instructors for a private school must have at least 60 credit hours of which 9 hours must be driver education specific.	Yes



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<b>Kentucky</b> Michael Neal <a href="mailto:Michael.Neal@ky.gov">Michael.Neal@ky.gov</a>	No	Each year the Division of Driver Licensing develops a budget that we allow for expenses associated with the Graduated Driver License Course. These funds are paid to Eastern Kentucky University. The cost works out to an average of 18.50 per student.	The Driver Education program is funded by the road fund	The Division of Driver Licensing is responsible for providing a four hour driver education program a minimum of twice per calendar year in each county in Kentucky.	Eastern Kentucky University approves private driver training programs on behalf of the Division of Driver Licensing.	Qualifications are outlined in Kentucky Revised Statute 332.204	No. We have an on-line program for State Traffic School, but the Graduated License Course must be completed in a classroom setting.
<b>Louisiana</b> Becky Dunaway <a href="mailto:Becky.Dunaway@dps.la.gov">Becky.Dunaway@dps.la.gov</a>	Louisiana law provides authorization for school systems to charge fees if sufficient funding is not available in the budget. Most school systems charge for the driver education course.	unknown	Student fees are the primary source of funding.	This legislative session, a bill was passed which transfers oversight of the driver education program for secondary schools under the Department of Public Safety, Public Safety Services, Office of Motor Vehicles.	The Department of Public Safety, Public Safety Services, Office of Motor Vehicles.	At the current time, no.	No
<b>Minnesota</b> Don Hoehst <a href="mailto:don.hoehst@state.mn.us">don.hoehst@state.mn.us</a>	No	Driver Education is provided as a fee based program. No state funds are available.	Student fees are the only source of funding.	MN Department of Public Safety approves programs provided at public schools. Teachers providing instruction at public school programs are licensed by the Department of Education.	Private driver training schools are licensed by the MN Department of Public Safety.	Private driver training school instructors have the same instructor training competencies and qualifications other than to be a licensed driver education teacher by the Department of Education.	No

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<b>Missouri</b> Gena Ahlers <a href="mailto:Gena.Ahlers@dor.mo.gov">Gena.Ahlers@dor.mo.gov</a>	Driver education programs are not mandatory in Missouri. It is at the discretion of the school to offer and pay for the program.	The school offering the program would determine the cost and how it would be paid for. The cost would vary from school to school.	If a school chooses to offer the driver education program, then the school would be responsible for the funding.	Each school is free to choose whether or not they wish to include driver education as a part of the curriculum.	Missouri does not have a licensing requirement.	N/A	There are no approval requirements in Missouri.
<b>New Brunswick</b> Jonathan Montague <a href="mailto:Jonathan.Montague@gnb.ca">Jonathan.Montague@gnb.ca</a>	No	Provincial funds are not available for driving schools. They operate as private businesses that are licensed and regulated by government.	Student fees are the only source of funding.	DOE schools do not offer driver instruction, however they may offer their facilities for in-class instruction by one of the private companies.	Dept. of Public Safety oversees all aspects of driver training schools	No instructors in public schools	Yes.
<b>New Hampshire</b> Maria Buckman <a href="mailto:Maria.Buckman@dos.nh.gov">Maria.Buckman@dos.nh.gov</a>	No	Driver Education may be provided as a credit or non-credit, in school or after hours, fee based program. State funds are not available.	Student fees are the only source of funding	Each public school is free to choose whether or not they wish to include driver education as a credit or non-credit, fee based service. They can contract to a commercial driving school to provide the service.	NH-DMV licenses all public school and commercial school driver education programs. NH-DMV certifies all driving instructors.	Yes, there is only one level of certification.	No.

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<p><b>New Jersey</b> Debbie Knipe <a href="mailto:Debbie.Knipe@dot.state.nj.us">Debbie.Knipe@dot.state.nj.us</a></p>	No	<p>If a public secondary school offers driver education to its students, it is generally offered as part of the curriculum.</p> <p>No aware of any state funding of driver education programs.</p>	<p>Not aware of any state funding of driver education programs.</p>	<p>Public secondary have the option to offer driver education - classroom, as well as behind-the-wheel training - as part of their curricula.</p>	<p>The New Jersey Motor Vehicle Commission.</p>	<p>Public secondary school instructors are required to have a 3-credit college course in driver's education. This is not a requirement for private school instructors, unless the instructor is the qualified driving school instructor.</p>	<p>Not at this time.</p>
<p><b>New Mexico</b> Mac Lewis <a href="mailto:mac.lewis@state.nm.us">mac.lewis@state.nm.us</a> Franklin Garcia <a href="mailto:franklin.garcia@state.nm.us">franklin.garcia@state.nm.us</a></p>	<p>Driver education in public schools is funded in the same manner as other elective credit courses.</p>	<p>Driver education is required to be offered in every public school for elective credit.</p>	<p>General education funding is used for the driver education program in public schools. The textbook purchase allocation is an option every few years.</p>	<p>Each public school is required to offer driver education for elective credit.</p>	<p>The New Mexico Department of Transportation Traffic Safety Bureau has statutory oversight of all driver education (public and private) programs.</p>	<p>Similar requirements. Public school instructors must be certified by Public Education Department. Private driving instructors are not required to have PED certification. All other requirements are the same.</p>	<p>No.</p>

Driver Education Survey (VT) 10-11

Last Updated 10-24-11

<p><b>Jurisdiction</b></p> <p>New York Tina Fischer <a href="mailto:Tina.Fischer@dmv.ny.gov">Tina.Fischer@dmv.ny.gov</a></p>	<p><b>Is driver education in your jurisdiction funded in the same manner as general education is funded?</b></p> <p>No</p>	<p><b>How much does your jurisdiction spend on driver education on a per-student basis? What are the actual costs for providing driver education on a per-student basis? For example, driver education in Vermont could cost a school district \$700 per student and state funds (grants) reimburse school districts approximately \$71 per student.</b></p> <p>Cost per-student ranges are from \$400-\$700 depending on the area of the State where the Driver Education program is delivered. Those costs are either provided by the school district or by the student/student family. If the program is offered as a credit bearing course, towards a student's graduation the providing school district is prohibited from charging a fee. However, if the course is offered outside of the regular school day and the school may charge tuition. There are no state funds provided for Driver Education.</p>	<p><b>To what extent, if at all, does your jurisdiction use alternate sources of funding for driver education, such as: (a) fines from moving violations; (b) insurance premiums, especially for drivers with proven records of motor vehicle violations and/or crashes; (c) license and/or registration fees; or (d) other sources?</b></p> <p>None. Student fees and local school funds are the only monies used to provide Driver Education.</p>	<p><b>How are driver education responsibilities divided between/among the DOE/DMW and local school administrators?</b></p> <p>The New York State Education Department (SED) is the administrative body for Driver Education. Every school district who wishes to provide an approved Driver and Traffic Safety Education (DTSE) course in the State must first receive approval to do so from SED. Once a school receives approval from SED to teach a DTSE course that school may apply to the Department of Motor Vehicles (DMV) for MV-285 "Driver Education Course Completion Certificates" which will provide additional driving privileges to 17 year old drivers. SED also advises DMV on approvable Driver Education Teachers. Once a prospective Teachers credentials are reviewed by SED the application is forwarded to the DMV where the License File is reviewed. It is actually the DMV which issues the approval.</p>	<p><b>Who licenses and oversees private driver training schools in your jurisdiction?</b></p> <p>Driver Training Schools are administered by the Department of Motor Vehicles. However, in New York State, Driver Education is deemed to be High School based coursework and behind the wheel instruction. On outside of a SED approved DTSE course in New York State is not technically Driver Education but Driver Instruction.</p>	<p><b>Must instructors in private driver training school have the same qualifications as driver educators in public schools?</b></p> <p>No. Any teacher providing Education must also be a state certified Secondary (High School) Education Teacher. They must then take additional course work which allows them to teach Driver Education. Driving Instructors, who teach in commercial driving schools, are only required to have a clean and valid license and pass a Driving Instructor test provided by either the DMV or a certified testing school.</p>	<p><b>Does your jurisdiction approve on-line driver education?</b></p> <p>If Driver Education is still defined as "High School" based, than no. New York State does recognize on-line "Defensive Driving" courses which provide insurance and license point reductions.</p>
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<p><b>North Carolina</b> Don Johnson <a href="mailto:donjohnson@ncdot.gov">donjohnson@ncdot.gov</a></p>	No.	Driver Education is only provided as a non-credit, after hours program. Each local education agency (LEA) or school system receives a certain amount per student in their system that is eligible to take driver education from the North Carolina Department of Public Instruction. I think it is about \$241 per student.	North Carolina does not receive funding for driver education from alternate sources other than the highway fund or student fees.	Each LEA is free to choose whether or not they wish to provide driver education through their school system or contract it out to a commercial (private) driver education company.	The North Carolina Division of Motor Vehicles licenses and oversees private driver training schools in our state.	Private driver education instructors must obtain their initial driver education certification in the same way as a public school instructor. The continuing education and renewal credit requirements are much more detailed and stringent for the private driver education instructors than the public school instructors.	No.
<p><b>Nova Scotia</b> Paul Arsenault <a href="mailto:arsenault@gov.ns.ca">arsenault@gov.ns.ca</a></p>	All driver training schools are 3rd party licensees and are not part of the school system.	NA	NA	NA	NA	NA	NA
<p><b>Ohio</b> Valerie Luptak <a href="mailto:vluptak@dps.state.oh.us">vluptak@dps.state.oh.us</a></p>	No	Driver Education in Ohio is mainly done by private businesses and is a fee based program.	There are no other grants or funds available for the programs. Student fees are the only source.	There are only 11 public schools that offer driver's education but those are still regulated by the Office of Criminal Justice Services. The BMV is only responsible for the testing for permits and licenses.	The Office of Criminal Justice Services is responsible for overseeing all the driver education programs in the public and private sectors.	The state allows for a certificate from the DOE, or a minimum forty-hour course approved by the director.	Not currently.

Driver Education Survey (VT) 10-11

Last Updated 10-24-11

Jurisdiction	Is driver education in your jurisdiction funded in the same manner as general education is funded?	How much does your jurisdiction spend on driver education on a per-student basis? What are the actual costs for providing driver education on a per-student basis? For example, driver education in Vermont could cost a school district \$700 per student and state funds (grants) reimburse school districts approximately \$71 per student.	To what extent, if at all, does your jurisdiction use alternate sources of funding for driver education, such as: (a) fines from moving violations; (b) insurance premiums, especially for drivers with proven records of motor vehicle violations and/or crashes; (c) license and/or registration fees; or (d) other sources?	How are driver education responsibilities divided between/among the DOE/DMV and local school administrators?	Who licenses and oversees private driver training schools in your jurisdiction?	Must instructors in private driver training school have the same qualifications as driver educators in public schools?	Does your jurisdiction approve on-line driver education?
<b>Oklahoma</b> Sherri Becker <a href="mailto:sbecker@dps.state.ok.us">sbecker@dps.state.ok.us</a>	Oklahoma has driver education in three methods DOE Commercial And Commercial Parent taught.	The Department of Public Safety does not fund any of the programs.	N/A	The Department of Public Safety verifies driver record and issue a certification.	Department of Public Safety	Yes	Yes
<b>Ontario</b> Cathy Guajala <a href="mailto:Cathy.Guajala@ontario.ca">Cathy.Guajala@ontario.ca</a>	No.	Average school board's cost per student is \$500 (Average private driving school's cost is \$400 to \$500).	No alternate sources of funding used.	School boards decide if they should provide driver education.	The Ontario Ministry of Transportation.	Yes.	No.

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<p><b>Oregon</b> William Warner William.A.Warner@odot.state.or.us</p>	No	<p>Driver Education is provided both during the school day and after hours. It is a fee based program which is subsidized by the state's "Student Driver Training Fund" (SDTF) which reimburses providers up to \$210.00 per student completion.</p>	<p>Student/Parent fees are the primary source of funding. The state's reimbursement system is maintained by a \$6.00 per renewal fee at DMV that credits to the SDTF.</p>	<p>Each public school is free to choose whether or not they wish to include driver education as either a credit or non-credit, fee based service. In addition, commercial schools, Community Colleges, ESD's and County governments may also provide instruction which is eligible for the state subsidy. In 2000 driver education was transferred from DOE [Dept of Education] to DOT. Under DOT, both the DMV (business portion of driver education) and TSD [Transportation Safety Division] share in rule responsibility of the program.</p>	<p>DMV licenses the private (commercial) schools and they also come under TSD oversight if that school chooses to offer approved driver education to 15-17 year old drivers.</p>	<p>Yes, instructors must be state certified whether they teach for public or private schools. Additionally, instructors for private schools also maintain licensure from the DMV office (business practices).</p>	No.
<p><b>Pennsylvania</b> Harry Sherman hsherman@pa.gov</p>	<p>It may be funded by an individual district with general funds or a district may contract with a private driver training school (pdts) for all or a portion of the course. A district is not mandated to offer DE</p>	<p>Unknown However, a district may apply for a reimbursement of \$35, if they qualify</p>	<p>The Motor Vehicle Fund provides the funds for reimbursement of \$35</p>	<p>Each public school district is free to choose whether or not they wish to include driver education.</p>	<p>The Department of Education licenses pdts</p>	<p>No, but if there is a contract between a school district and a pdts, the instructor must have 12 credits in safety and driver education</p>	<p>Yes, but only approves vendors from within the state</p>

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<b>Prince Edward Island</b> Audrey Mayhew ammayhew@gov.pe.ca	No	No provincial funds provided	N/A	N/A	The Province of Prince Edward Island's Transportation and Infrastructure Renewal licenses and oversees the private driving schools.	Private driving instructors must have training to qualify.	No
<b>Saskatchewan</b> Janice Otten jotten@sgl.sk.ca	No, General Education is funded through a Foundation Operating Grant provided through the Ministry of Education. Driver Education is funded by SGI based on cost estimates provided by each school division.		High school driver education is 100% funded from insurance premiums collected through Saskatchewan's mandatory auto insurance program.	Driver instruction is offered at no charge to all high school students in the province as part of the high school curriculum. SGI (DMV) is responsible for funding, instructor certification and program oversight. School divisions are responsible for driver education service contracting and delivery.	SGI	Yes. All driving instructors must meet the qualifications and are certified by SGI to provide driver instruction.	No
<b>South Carolina</b> Charlene L. Cornwell Charlene.cornwell@scedmv.net	No	The Department of Education collects an average fee of \$112.00 per student. The program reports no profit earned. No state funds are available.	Student fees are the only source of funding.	Department of Motor Vehicles regulates all Private Driving Schools and the Department of Education oversees the Public Driver Education.	Department of Motor Vehicles	Private Driving School Instructors are required to complete a Driver Education Course. Educators in the public schools are required to complete Driver Education and hold a teacher's certificate.	No



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<p><b>South Dakota</b> Jane Schrank <a href="mailto:jane.schrank@state.sd.us">jane.schrank@state.sd.us</a></p>	<p>No. Students/parents must pay for driver education classes.</p>	<p>There is no reimbursement from state funds for driver education. The school is responsible for funding their driver education classes. No per-student cost is available.</p>	<p>Student fees are the only source of funding.</p>	<p>DOE approves driver education teachers (confirms if they've completed the required coursework and have current teaching certificates) and provides a database of certified DE teachers to the Driver Licensing staff. Only certificates signed and sealed by certified teachers are accepted at driver exam stations.</p>	<p>South Dakota does not license private driving schools. No testing is waived at the driver exam station for those taking online or private driver education classes.</p>	<p>No. If they do carry the same teaching credentials and meet the insurance requirements they can be approved by DOE and Driver Licensing would honor their DE certificates to waive testing at the driver exam station. There is currently only one entity in South Dakota doing this (a retired teacher).</p>	<p>No. On-line driver education cannot be used to waive part of the instruction permit period or to waive testing.</p>
<p><b>Vermont</b> Marty Dexter <a href="mailto:marty.dexter@state.vt.us">marty.dexter@state.vt.us</a></p>	<p>For the most part, yes.</p>	<p>Cost to a school district, per student, is approximately \$700. The state reimburses school districts approximately \$71 per student</p>	<p>There is no alternate funding source.</p>	<p>The Department of Education currently approves high school driver education programs organized and overseen by local school districts. The Department of Motor Vehicles licenses and oversees private/commercial driver training schools.</p>	<p>The Department of Motor Vehicles licenses and provides oversight of private/commercial driver training schools.</p>	<p>No, instructors in private/commercial schools do not need to hold the educational credentials required by the Department of Education. They do need to complete the coursework that would be required to add a driver education endorsement to a Vermont Board of Education Teaching Certificate</p>	<p>No</p>

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<p><b>Washington</b> Tana Cochran tcochran@dol.wa.gov</p>	No	Driver Education is provided in public schools by district funds and participant funds. Most driver education programs are private and the cost is paid by the student.	None – supported by student fees	Three quarters of driver education in WA is delivered by private for profit schools. The rest is public schools taught.	The Department of Licensing	Private and Public Schools are required to teach 30 hours of classroom and 6 hours of behind the wheel. Private schools are required to provide one hour of observation and public schools are required to provide 4 hours of observation.	No
<p><b>West Virginia</b> Don Chapman dchapman@access.k12.wv.us</p>	The West Virginia Legislature funds schools through a school aide formula and driver education support is within that formula.	State Code provides that driver education be offered in each of WV 55 school districts. The costs varies per school district.	School aid formula is the only source of funding.	State Code provides that driver education be offered in each of WV 55 school districts. The WV Dept of Education oversees policy compliance.	The WV Dept of Education is designated by state code to oversee private driver training schools.	Yes	No
<p><b>Wyoming</b> Don Edington Don.edington@wyo.gov</p>	No	No State funds available	The student pays for the Driver ED course	The Wyoming Department of Education certifies those courses and schools that can be accepted in place of a driving test.	The Wyoming Department of Education certifies those courses and schools that can be accepted in place of a driving test.	The Wyoming Department of Education certifies those courses and schools that can be accepted in place of a driving test.	The Wyoming Department of Education certifies those courses and schools that can be accepted in place of a driving test.

**Attachment C is only available in DVD  
format. Please contact VDTSEA for  
further information.**

## **Attachment D**

**5440-30 Driver and Traffic Safety Education**

*The holder is authorized to teach driver and traffic safety education in grades 9-12.*

In order to qualify for this endorsement, the candidate shall demonstrate the following:

Knowledge Standards:

**The educator demonstrates a thorough knowledge of:**

1. In-vehicle instructional techniques
2. The zone control system of driving, general traffic safety, and emergency driving techniques
3. Traffic safety education, including methods and materials for teaching driver and traffic safety education, administration of a driver and traffic safety education program, vehicular law, and insurance and financial responsibility
4. Alcohol and drugs
  - a. the impact of alcohol and other drugs on the operation of a motor vehicle
  - b. recognition of impairment by alcohol and other drugs
5. An area of the behavioral sciences such as educational psychology, adolescent psychology, or human development

Performance Standards:

**Specifically, the educator:**

1. Provides students with positive attitudes toward safe driving with special emphasis on having students understand the serious responsibilities associated with safely operating a motor vehicle
2. Provides students with the necessary skills to drive safely
3. Plans, organizes, implements, and evaluates a driver and traffic safety education program, including procuring vehicles, performing the necessary recordkeeping, and carrying out other administrative duties associated with driver education
4. Models for students, at all times, a high level of self-driving performance
5. Maintains effective public relations with the community, including remaining aware of community needs and making the community aware of the need for driver education

A driver education endorsement limited to behind-the-wheel instruction only shall be issued to individuals who meet Knowledge Standards 1, 2, and 4b and Performance Standards 1, 2 and 4, as well as the Additional Requirements below.

**5440-30 Driver and Traffic Safety Education (Cont.)**

Additional Requirements:

--Possess a valid Vermont Motor Vehicles Operator's license, or a valid operator's license from an adjacent state, provided the person is a legal resident of that state, with at least five years of driving experience while holding a driver's license

--Have and maintain a model driving safety record defined as:

- 1) no more than one moving motor vehicle traffic violation conviction within the preceding one year period
- 2) no more than three moving motor vehicle traffic violation convictions within the preceding three years
- 3) no driver's license suspension or revocation within the preceding three years for the above (1 & 2) convictions
- 4) no driver's license suspension or revocation within the preceding five years for motor vehicle convictions other than those above (1 & 2)
- 5) no motor vehicle criminal violation convictions within the preceding seven years. These would include, but not be limited to, operating a motor vehicle under the influence of intoxicating liquor or other substance or negligent operation of a motor vehicle.

--Provide a letter stating approval to proceed with licensure from the VT Department of Education Driver Education Consultant. This approval will certify the model driving record and shall state whether the individual is being recommended for the full endorsement or the endorsement limited to in-vehicle instruction only.

## **Attachment E**

**DRIVER TRAINING SCHOOL AND INSTRUCTOR  
REFERENCE MANUAL**

	<b>INSTRUCTOR QUALIFICATIONS</b>
<b>Regulatory Guidance</b>	23 V.S.A § 705, 706; APA rule (1)
<b>Overview</b>	<p>Due to prior experience and education, some instructor-applicants are determined to be fully qualified to be licensed, while others might have to complete various educational and testing requirements.</p> <p>A fully qualified applicant for standard training is one who holds a Vermont Board of Education Teaching Certificate, which is endorsed for driver education. For these applicants, no testing or additional education is required for initial licensing.</p> <p>Educational and testing requirements for other applicants are listed below.</p>
<b>Standard Training (pleasure car-type)</b>	<p><i>Applicant has a teaching certificate not endorsed for driver education:</i></p> <p><b><u>State College External Degree Program</u></b></p> <p>This program is conducted once a year in the central Vermont area. Information can be obtained by calling the Department of Education at 828-3126. The program includes, but is not limited to the following units:</p> <ul style="list-style-type: none"> <li>• Zone Control</li> <li>• Driver Education 1</li> <li>• Driver Education 2</li> <li>• In-Car Teaching Techniques</li> </ul> <p style="text-align: center;"><b>OR</b></p> <p style="text-align: center;">(continued)</p>



**Keene State College – Manchester, NH**

The Safety Center program is conducted several times a year. Contact the college for scheduling specifics. Information can be obtained by calling 603-358-2290. The program may include the following courses:

- Introduction to Traffic Safety
- Methods of Teaching Driver and Traffic Safety Education
- Contemporary Issues and Methods in Traffic Safety

**OR**

**American Driver and Traffic Safety Education Association – Teacher Credentialing/Certification Program**

This program is conducted at Indiana University of Pennsylvania. The course is designed to prepare prospective driver education teachers for national credentialing or certification. The program includes the following courses:

- Driving Task Analysis
- Developing Driver Skills and Competencies
- Developing Classroom Knowledge

**OR**

Other recognized courses that are specifically designed to prepare teachers for the task of delivering driver education. Other courses will be reviewed individually for content and validity.

**AND**

- A recognized course on the effects of alcohol and drug use.
- Complete DMV driver license examination.
- Written test based on approved driver training materials (test administered by DMV)

***Applicant does not hold a Vermont Board of Education Teaching Certificate:***

- Completion of the requirements listed above.
- Coursework, such as Educational Psychology, that provides knowledge and skills pertaining to the principles of teaching and learning.
- 60 hours of classroom teaching experience. This may be documented as either student teaching time or classroom teaching experience that may have been obtained in other fields.