

EFFECTIVE COMMUNICATION SKILLS FOR TRANSPORTATION LEADERSHIP



Kathy Ellis, Director of Transportation Colonial School District
Karen Henry, Director of Transportation Upper Perkiomen School District



CONTRACTOR

- Driver and Aide training
- Assignment of bus runs
- Review and discuss district policies and practices
- Staffing – Sub drivers
- Late bus notification



DRIVERS AND AIDES

- Schedule Meetings – Breakfast or Lunch
- Communicate district policies and procedures
Examples: Kindergarten students up front, student names, designated bus stops, seat belt use, seating charts, emergency procedures, do and don'ts.
- District Employee/Contracted Employee Team Building – Make them feel that you value their input and their opinions.
- Weather late start, early dismissal via Blackboard Connect

PUPIL SERVICES

- IEP Team Meetings
- ESY Lists
- Student behavior plans
- Communications placement for the following year

NON PUBLIC SCHOOLS

- Weather procedures – Web Site
- Blackboard Connect or similar early weather dismissal- Group Connect
- Accident procedures
- Student lists
- Proof of residence
- Calendar
- Transportation info in September- Mail merge email

DISTRICT STAFF

- Coordinate transportation info availability timeline for parents and students
- Changes and updates
- Bus accidents (Communication Plan)
- Bus evacuations

PARENTS

- Bus schedules –Availability –Blackboard Connect
- Late buses-Blackboard Connect
- Weather procedures - Web
- Bus rules and regulations - Web



THANKS FOR ATTENDING!

- QUESTIONS???

