



Driver Education Regional Meeting



2020-2021

Kansas leads the world in the success of each student.

KSDE Regional Meetings

- Regional Driver Education meetings are set each school year. Meetings will be during the Fall season and in the Spring season.
- It is necessary for schools to send personnel responsible for overseeing the DE 99 process/payment, the reimbursement process (ex. USDs), and course instruction.
- Plan to attend if you plan to offer driver education. You will receive the latest information necessary to offer a state-recognized driver education course.



Who do you contact and for what?



Kansas State Department of Education:
Instructor Licenses, Driver Education
Curriculum Questions, Reimbursement
Portal, DE Professional
Development/Resources:

Robyn Meinholdt (785) 296-3379 (desk)
(785) 296-7933 (fax)
rmeinholdt@ksde.org
ksde.org

900 SW Jackson St., Ste. 106
Topeka, KS 66612

Kansas Department of Revenue:
Kansas Division of Vehicles (DMV),
Driver Licensing, Instructor Portal,
DE99s:

Michele Chavez (785) 368-8532 (desk)
(785) 296-5857 (fax)

Michele.Chavez@ks.gov

www.ksrevenue.org

300 SW 29th St.

Topeka, Kansas 66601



Guidance

Reminder

- As of May 26, 2020, all decisions regarding the enforcement of social distancing/businesses allowed to open/maximum number of individuals within any particular area or facility are made by your local county health officer. **This applies to K-12 facilities as well as to businesses.**
- KSDE does not have a list of the rules being enforced by each county. Please reach out to those offices for any questions.



Motorcycle Safety Foundation (MSF)



Please note that the MSF will no longer be mailing coach certification cards.

Cards are available through their RETSORG profile.





Regulation/Endorsement Update

Pending Endorsement

- Regulations have been amended to re-establish an endorsement for driver education that may be added to a valid teaching license. The endorsement will be earned by completing an approved driver education program. In anticipation of the re-instated endorsement, Fort Hays State University has been approved to offer a driver education program. The first cohort in the program started this spring semester (2020) and will complete the coursework in June of 2020.*
- However, the regulation is still in the legal process of adoption by the state board. Therefore, the timing of adding the endorsement to a license is dependent upon when the amended regulation re-establishing the endorsement is formally adopted and goes into effect. At this point in the legal process, we do not yet have an anticipated date.

It is still too soon to know whether or not the current cohort in the program will be able to instruct by July 2020. KSDE will publicize as soon as we have a firm timeline.

** Due to COVID19 this timeline may have changed.*



Commercial Driving Schools



Commercial Driving School Renewals

November 6, 2020 Deadline for renewal documents to be received for the 2021 calendar year.

- Forms to apply for a 2021 commercial driving school operator's license.
 - One 9-416-102R (Driver Training School Operator's License Application), include \$25.00 fee.
 - One 8-03-08-100R. (Driver Training School Operator's Bond)
 - One 179 E-R for each vehicle to be used for behind-the-wheel driving. A copy of a Certificate of Insurance to be included.
 - One 0-416-101R for each instructor who will be teaching, include \$5.00 fee per instructor.
 - One 0-416-100 physical form for each instructor dated on or after January 1, or a copy of said physical form which is then good through December.
- Instructor applications must include a current DMV driving record. (Dated within 3 months of issuance of license.)
- Each enrollee must be given a minimum of eight clock hours of classroom instruction and a minimum of six clock hours of behind-the-wheel instruction. Forms 0-03-02-104R and 0-03-02-106R are to be used to report both the classroom instruction and behind-the-wheel instruction for each enrollee during the 2020 calendar year. These completion forms are due by January 31, 2020. The fee for a school operator's license is \$25.00. Each application for an instructor's license must include a \$5.00 fee.
- CHECK OR MONEY ORDER ONLY PLEASE. Each vehicle used for training must be covered by the required amount of insurance. A current certificate of insurance must be on file in this office. The certificate of insurance should include:
 - Make, model, and year
 - Amount of coverage
 - Driving school name
 - KSDE listed as an interested party to be notified if insurance is to be cancelled.



Commercial School

- **CHECK OR MONEY ORDER ONLY!**
The fee for a school operator's license is \$25.00.
- Each application for an instructor's license must include a \$5.00 fee.
- REMINDER: When applying for a new license(s) please send paperwork AT LEAST 1 WEEK PRIOR to the date needed!
- Required forms have been turned into fillable forms and/or online forms.
- Check or money orders for fees will still need to be sent through the mail.
- Forms were also edited to include a valid email address for businesses, schools, instructors, and educators.



USD





USD Administrators and USD Driver Education Instructors

When the Driver Education Instructors renew their teaching license with KSDE, the DRIVER EDUCATION INSTRUCTOR APPROVAL FORM needs to be filled out and returned to KSDE

Driver Education Instructor Approval

Kansas Educator Preparation Program for Driver Education – FHSU



FORT HAYS STATE UNIVERSITY
ADVANCED EDUCATION PROGRAMS

DRIVER EDUCATION ENDORSEMENT PROGRAM

AEP 805 Driving Safety

8/17/2020 – 10/09/2020 Fall Semester
1/19/2021 – 3/12/2021 Spring Semester
8 Week, 3 Credit Hour Course

AEP 806 Instructional Methods

10/12/2020 – 12/11/2020 Fall Semester
3/15/2021 – 5/14/2021 Spring Semester
8 Week, 3 Credit Hour Course

AEP 807 Program Practicum

6/07/2021 – 7/02/2021 Summer Term
4 Week, 3 Credit Hour Course

**Graduate Tuition and Fees for
Fall 2020/Spring 2021/Summer 2021**
\$298.55 per Credit Hour –\$2,686.95

Enroll Now for Courses !



FORT HAYS STATE UNIVERSITY
ADVANCED EDUCATION PROGRAMS

WHY ENROLL IN THE DRIVER EDUCATION ENDORSEMENT PROGRAM AT FHSU?

- Hours from endorsement program can be used to move over on most district salary schedules.
- First two courses are offered 100% online, the third course offered 100% online with hours for practicum experience completed locally.
- Endorsement can be completed within 6 months.
- Provides numerous employment opportunities.
- Endorsement automatically renews when you renew your Kansas teaching license.
- Guidance on the licensure process will be given at completion of the program.
- Hours from the endorsement program can be used to renew your Kansas teaching license.

KSDE GUIDELINES TO TEACH DRIVER EDUCATION IN THE STATE OF KANSAS

https://www.ksos.org/pubs/pubs_kar.aspx
KAR 91-5-1-14

HOW TO GET STARTED

1. Apply to FHSU Graduate School.
<https://webapps.fhsu.edu/admissions/Graduate.aspx>
2. Select Non-Degree Teacher Licensure.
3. Pay \$40 application fee.
4. Submit a copy of unofficial bachelor's transcript showing degree conferred from a regionally accredited institution.

FOR ADDITIONAL INFORMATION CONTACT

Fort Hays State University
Advanced Education Programs
600 Park Street
Rarick Hall 232
Hays, Kansas
785-628-4283

Mrs. Stephanie Muth
admuth@fhsu.edu



Mr. Bruce Rupp
bjrupp@fhsu.edu



*Updated
10/9/2020*



Kansas Department of Revenue (KDOR)



Michele Chavez

Medical/Vision Unit PSA

Kansas Department of Revenue | Kansas Division of Vehicles

Resources



- Kansas State Department of Education > Driver Education
<https://www.ksde.org/Agency/Division-of-Learning-Services/Career-Standards-and-Assessment-Services/Content-Area-A-E/Driver-Education>
- KSDE Driver Education Newsletter – email rmeinholdt@ksde.org to be included on the newsletter email
- FHSU Driver Education Endorsement Program <https://www.fhsu.edu/>
- Department of Revenue/Division of Vehicles
<https://www.ksrevenue.org/dovindex.html>
- Kansas Traffic Safety Resource Office
<https://www.ktsro.org/>
(800) 416-2522 | (785) 233-5885
2930 SW Wanamaker Dr., Ste. 100
Topeka, KS 66614

Notable Dates and Events



- Regional Meeting Dates

	Date(s) ** <i>**Dates and locations subject to change</i>	Location* <i>* Zoom attendees will be sent the link in the registration confirmation. Zoom meetings require a passcode that will also be sent with registration confirmation.</i>
FALL	Friday, October 9, 2020; 1:00pm-3:00pm	**This has been turned into a COMPLETE virtual meeting. Fort Hays State University, 600 Park St, Hays, KS 67601
	Monday, December 14, 2020; 1:00pm-3:00pm	**This has been turned into a COMPLETE virtual meeting. **KASB 1420 SW Arrowhead Rd, Topeka, KS 66604
SPRING	Monday, February 8, 2021; 1:00pm-3pm	**This has been turned into a COMPLETE virtual meeting. **Johnson County Community College 12345 College Boulevard, Overland Park, KS 66210; Regnier Center
	Wednesday, April 7, 2021; 1:00pm-3pm	VIRTUAL ONLY

- Other events posted on ksde.org > Driver Education

1. It is recommended for schools to send personnel responsible for overseeing Driver Education.
2. Remember DE99s are paperless and we will again review procedures for a lost cert. of completion, auditing info, Handbooks and DMV changes/charges for DE-99's, etc.
3. Plan to attend one of the meeting options if you plan to offer driver education. You will receive the latest information necessary to offer a state recognized driver education course.
4. Some Regional Meetings will cover Professional Development topics.

Deadlines

Public secondary schools/Nonpublic secondary schools

- August 31 – Reimbursement claims Due
- USD Administrators and USD Driver Education Instructors:
 - When the Driver Education Instructors renew their teaching license with KSDE, the DRIVER EDUCATION INSTRUCTOR APPROVAL FORM needs to be filled out and returned to my office.

Commercial Drivers' Training Schools

- November – Annual renewal of Drivers' Training Schools; annual renewal of commercial school driving instructors; other items in renewal packet
- January 31 - Student Enrolled Form 0-03-02-104R and Driver Training School Report 0-03-02-106R

Motorcycle Programs

- January 31 - Student Enrolled Form 0-03-02-104M and Motorcycle/Driver Training School Report 0-03-02-106M
- Motorcycle Program Approval Form





Q & A



Robyn Meinholdt,
Public Service Administrator
Kansas State Department of Education
900 SW Jackson St. Suite 106
Topeka, KS 66612
785-296-3379
rmeinholdt@ksde.org

www.ksde.org > Driver Education



Thank you for
all you do!

Mischel Miller
Director
Teacher Licensure and Accreditation
Kansas State Department of Education
900 SW Jackson St. Suite 107
Topeka, KS 66612
785-296-8010
mmiller@ksde.org

R. Scott Gordon
General Counsel
Office of General Counsel
(785) 296-3204
sgordon@ksde.org

The Kansas State Department of Education does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the nondiscrimination policies: KSDE General Counsel, Office of General Counsel, KSDE, Landon State Office Building, 900 S.W. Jackson, Suite 102, Topeka, KS 66612, (785) 296-3201.

