



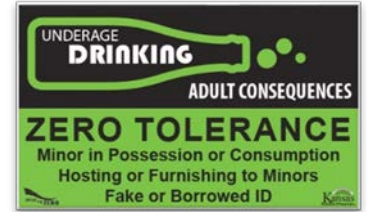
## January 2021

*\*Information may have changed. For more information about COVID-19, visit KDHE's website and Frequently Asked Questions at [kdheks.gov/coronavirus](https://kdheks.gov/coronavirus) and [cdc.gov/coronavirus](https://cdc.gov/coronavirus). To view Ad Astra plan, [click here](#).*

Previous Newsletters available by clicking [here](#)


### Underage Drinking


Kansas' alcohol-related laws can be found here: <https://www.ktsro.org/files/Kansas-Underage-Laws.pdf>





### Winter Driving Reminders


It's the most wonderful time of the year, but winter and the holiday season bring extra concerns for drivers. Take some time to review these winter driving safety tips, pass them along to new drivers, and remind others to stay safe on the roads.

 Always wear your seatbelt and make sure kids remove heavy coats before buckling in.

 Don't follow a snowplow too closely and pass it only when there is plenty of room.

 Have an emergency kit in case of breakdowns in cold and/or remote areas.

 Follow the speed limit. Slow down and turn off your cruise control when roads are wet or icy.

 Scrape ice and snow from all windows, lights, and license plates.



### FROM KDOR: Covid-19 Certificate of Completion Change

Due to Covid-19, the following change is in effect until January 26<sup>th</sup>, 2021: **All driver education forms expired after March 11<sup>th</sup> 2020 will still be accepted at Kansas exam offices. This includes Certificate of Completion documents as well as the already extended DE-99**

**Parent/Guardian Permits students may have that did not finish class.**

- This means that a student with a Certificate of Completion that expired on **3/11/20 or after** will not have to retake driver education thru **1/26/2021**.
- DE-99 Parent/Guardian Permits **for students that did not finish class, whose Permit expired after 3/11/20 will be accepted until 1/26/2021.**
- When students pass the drive test you still take the DE-99 Parent/Guardian Permit and give them the Certificate of Completion. That has not changed.
- Class time length has **NOT** changed and is still **7 months**.

Michele Chavez | Medical/Vision Unit PSA | Kansas Department of Revenue Kansas Division of Vehicles | (785) 368-8532 (desk) | [Michele.Chavez@ks.gov](mailto:Michele.Chavez@ks.gov)



**WASH YOUR HANDS, WASH YOUR HANDLES** As the coronavirus crisis continues, we are amazed at the resilience and dedication of Driver Education community. During this ever-changing landscape, we want to make sure everyone remembers that vehicles should also be thoroughly sanitized to help prevent the spread of the coronavirus.



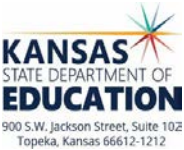
## Who do I contact and for what?



**Kansas Department of Revenue (KDOR): Kansas Division of Vehicles (DMV), Driver Licensing, Instructor Portal, DE99: Michele Chavez**

(785) 368-8532 (desk) | (785) 296-5857 (fax) | [Michele.Chavez@ks.gov](mailto:Michele.Chavez@ks.gov) |

[www.ksrevenue.org](http://www.ksrevenue.org) | 300 SW 29th St. | Topeka, Kansas 66601



**Kansas State Department of Education (KSDE): Instructor Licenses, Driver Education Curriculum, Reimbursement Portal, Driver Education Professional Development/Resources: Robyn Meinholdt**

(785) 296-3379 (desk) | [rmeinholdt@ksde.org](mailto:rmeinholdt@ksde.org) | [ksde.org](http://ksde.org) | 900 SW Jackson St., Ste. 106 | Topeka, KS 66612-1212



**AVAILABLE NOW! Updated Driver's Ed Toolkit from Kansas Traffic Safety Resource Office (KTSRO)**

The Kansas Traffic Safety Resource Office is introducing an updated Driver's Education Tool kit and parent guide. Please visit the website by clicking [HERE](#) for more information and to order yours today! Please

contact Jenny Lancaster at [jlancaster@dccca.org](mailto:jlancaster@dccca.org) with any questions. Kansas Traffic Safety Resource Office | [www.ksro.org](http://www.ksro.org) | [ksro@dccca.org](mailto:ksro@dccca.org) | Main Office: 800.416.2522



**Deadlines\*** \*ALL PROGRAMS - Retention of records. All records shall be maintained for a period of three (3) years.

### Public secondary schools/Nonpublic secondary schools

August 31

1. [Reimbursement claims Due](#)
2. USD Administrators and USD Driver Education Instructors:
  - i. When the Driver Education Instructors renew their teaching license with KSDE, the [DRIVER EDUCATION INSTRUCTOR APPROVAL FORM](#) needs to be filled out and returned.

### Commercial Drivers' Training Schools

November

1. Annual renewal of Drivers' Training Schools; annual renewal of commercial school driving instructors

January 31

2. [Student Enrolled Form 0-03-02-104R](#) and
3. [Driver Training School Report 0-03-02- 106R](#)

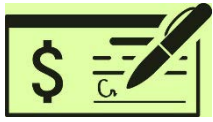
### Motorcycle Programs

January 31

1. [Student Enrolled Form 0-03-02-104M](#)
2. [Motorcycle/Driver Training School Report 0-03-02-106M](#)
3. [Motorcycle Program Approval Form](#)

# Driver Education

*Kansas leads the world in the success of each student.*



**Commercial School Fees** **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 (except for renewals)!**

## Commercial School Instructor Requirements (Verification of certification is always needed for new instructors and renewals; form available [here](#))

**[Kansas Statute 8-276.](#)** Drivers' training schools; qualifications for instructor of school. Every person in order to qualify as an instructor for a driving school shall meet the following requirements:

- (a) Present to the state board evidence of: (1) Credit in driver education and safety from an accredited college or university equivalent to credits in those subjects which are required of instructors in the public schools of Kansas; (2) having a valid Kansas teacher's certificate coded for driver education; or (3) having completed at least 30 hours of classroom and 24 hours of behind the wheel training under the direct supervision of an individual who is presently licensed as an instructor by the state board under paragraphs (1) or (2) and who has been continuously licensed and who has actively instructed students for a period of at least three years.
- (b) Have knowledge of the Kansas operation lifesaver highway/railroad grade crossing safety program.
- (c) Be physically able to operate safely a motor vehicle and to train others in the operation of motor vehicles.
- (d) Provide a certificate of health from a medical doctor stating that such person is free from contagious disease.
- (e) Hold a valid Kansas drivers' license.
- (f) Pay to the state board an application fee of \$5.



**Kansas Handbook Test & Permit** With advisement from the Kansas Driver Education Advisory Board, and requirement(s) from the DMV/KDOR, please see statements below:

Previous practice stands to have students take the Kansas Handbook Test in person; Kansas Handbook tests **CANNOT be taken or presented online**. It is **recommended** students take the Kansas Handbook test prior to the DE class. This is **recommended** not required, however this would allow drive instructors to begin driving on the first day of class with those students who already hold their permit. The student would still be required to attend DE class and learn (or review) the content covered. The ones who already held a permit could be exempt from having to take the actual exam.

- Since you are to give the written handbook test to every student, whether they have a current Permit or not, you will enter the Portal application with the expired Permit K number and then give the student the written test along with the rest of the class. As long as the student passes you will give them the Parent/Guardian DE-99 Permit and tell them to take it to the DMV to get a new Permit issued.

## Driver Education REGIONAL MEETINGS *\*Date(s) and Locations are subject to change.*

**Regional Meetings will be recorded and posted on the KDSE website under [Driver Education](#).**

VIRTUAL MEETINGS ONLY 1:00pm-3:00pm  
Mon., Feb. 8, 2021; Wed., April 7, 2021

Registration: <https://forms.gle/dmZBGLmNLQjeJzrp7>

1. It is recommended for schools to send personnel responsible for overseeing Driver Education.
2. Review procedures for a lost cert. of completion, auditing info, Handbooks and DMV changes/charges for DE-99's, etc.
3. Receive the latest information necessary to offer a state recognized driver education course.
4. Some Regional Meetings will cover Professional Development topics.

# Driver Education

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**Kansas Curricular Standards for Driver Education revised by the State Board of Education May 2018** Click [here](#) or can be found on [ksde.org](http://ksde.org) under Driver Education.

## Reimbursement Deadline as set in Regulations (For School Districts)

By statute (K.S.A. 8-272), in August of each year, the superintendent of each school district and the governing authority of each nonpublic school shall report to the state board of education the number of students who have been in attendance for a complete driver training course during the past school year. Therefore, if a student does not complete the driver training course prior to August 31<sup>st</sup>, the school will not be able to claim that student for reimbursement purposes *for that year*. Students who complete the course after August 31<sup>st</sup> would be eligible to be claimed for reimbursement *in the following year*.

- The estimated per pupil amount for students taking driver education in 2018-2019 school year the rate was \$138 for Driver Ed and \$73 for Motorcycle Ed.
- The estimated per pupil amount for students taking driver education in 2019-2020 school year the rate was \$102 for Driver Ed and \$130 for Motorcycle Ed.

## Kansas Driver Safety Education Association (KDSEA) Member

**Application [here](#)** Contact Gary Scott 1617 E Sheridan Bridge Lane Olathe, Kansas 66062 Cell: 913-481-1401  
E-mail: [scottskufhsu@sbcglobal.net](mailto:scottskufhsu@sbcglobal.net) or [scottskufhsu@gmail.com](mailto:scottskufhsu@gmail.com)

## For more KSDE information:

Robyn Meinholdt  
Public Service Administrator - Driver Education  
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(785) 296-3379  
[rmeinholdt@ksde.org](mailto:rmeinholdt@ksde.org)

R. Scott Gordon  
General Counsel  
Office of General Counsel  
[sgordon@ksde.org](mailto:sgordon@ksde.org)

Mischel D. Miller, Ed.S. Director  
Teacher Licensure and Accreditation  
(785) 296-8010  
[mmiller@ksde.org](mailto:mmiller@ksde.org)

Kansas State Department of Education  
900 S.W. Jackson Street, Suite 102  
Topeka, Kansas 66612-1212  
(785) 296-3201  
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