



# Idaho Public Driver Education

PROGRAM MANUAL



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# Contents

- Mission**..... 6
- Content Standards and Benchmarks**..... 6
  - 1 Course Overview and Parent Orientation**..... 6
    - 1.1 Understanding Course Requirements
    - 1.2 Understanding the Nature of Driving
  - 2 Vehicle Awareness**..... 7
    - 2.1 Identifying Gauges and Warning Symbols Inside a Vehicle
    - 2.2 Operating Vehicle Control Devices
    - 2.3 Preparing to Drive
    - 2.4 Protecting Occupants
  - 3 Traffic Control**..... 8
    - 3.1 Traffic Control Devices and Laws
    - 3.2 Right of Way Rules
  - 4 Vehicle Control**..... 9
    - 4.1 Vehicle Positioning
    - 4.2 Performing Basic Control
    - 4.3 Lane Changes and Passing
    - 4.4 Performing Turnabouts
    - 4.5 Parking Maneuvers
  - 5 Controlling the Area Around Your Vehicle**..... 10
    - 5.1 Using Vision for Vehicle Control
    - 5.2 Time and Space Management Systems and Strategies
    - 5.3 Intersections
  - 6 The Physics of Driving**..... 11
    - 6.1 The Effects of Gravity and Energy of Motion on a Vehicle
    - 6.2 Negotiating Hills and Curves
  - 7 Driving Environments**..... 12
    - 7.1 Rural Driving
    - 7.2 Urban Driving
    - 7.3 Driving on Limited Access Highways (Freeways)
    - 7.4 Driving at Night and in Other Reduced Visibility Conditions
    - 7.5 Driving During Adverse Weather Conditions
  - 8 Cooperating with Other Roadway Users**..... 13
    - 8.1 Driving Within the Highway Transportation System
    - 8.2 Responding to Emergencies
    - 8.3 Responsibilities after a Crash
  - 9 Being a Responsible Driver**..... 14
    - 9.1 Effects of Emotions on Driving
    - 9.2 Disabilities and Driving
    - 9.3 Alcohol and Drugs
    - 9.4 Alcohol/Drug Involved Crashes and Idaho Law
    - 9.5 Drowsy Driving
    - 9.6 Aggressive Driving
    - 9.7 Distracted Driving

<b>Operating Policies and Procedures</b> .....	16
<b>1 Public Driver Education Student Requirements</b> .....	16
1.1 Enrolled Students	
1.2 Transfer Students from Out Of State	
1.3 Student Withdrawals	
1.4 Failure/Removal from a Public Driver Education Program	
1.5 Students with Special Needs	
<b>2 Public Driver Education Instructional Requirements</b> .....	18
2.1 Classroom Environment	
2.2 Minimum Hours and Days	
2.3 Behind the Wheel Driving Time	
2.4 Observation Time	
2.5 Vehicle Occupants	
2.6 Multiple-Car Driving Range	
2.7 Simulation Instruction	
2.8 Distance Learning Courses	
<b>3 Public Driver Education Instructor Requirements</b> .....	20
3.1 Definition of a Public Driver Education Instructor	
3.2 Age	
3.3 Driver's License	
3.4 Education	
3.5 Medical Examination	
3.6 Professional Development	
3.7 License Renewal	
3.8 Criminal History Check	
3.9 Driving Under the Influence	
<b>4 Public Driver Education Course Administration</b> .....	22
4.1 Application to Operate Classes	
4.2 Student Lists	
4.3 Reimbursement	
4.4 Students Outside a School District	
4.5 Student Records	
4.6 Collision/Incident Report	
4.7 Driving Logs	
4.8 Instructor Cell Phone and Mobile Device Use During Instruction	
4.9 Assessments	
4.10 Parental Involvement	
4.11 Make Up Policy	
4.12 Curriculum	
4.13 Lesson Plans	
4.14 Student Instructional Materials	
4.15 Idaho Driver's Manual	
4.16 Practice Guide/Log	
<b>5 Public Driver Education Vehicle Requirements</b> .....	26
5.1 Vehicle Type	
5.2 Vehicle Use	
5.3 Annual Vehicle Inspection	
5.4 Required Vehicle Equipment	
5.5 Vehicle Insurance	

<b>6 Monitoring and Reviewing Public Driver Education Programs</b> .....	27
6.1 Compliance Reviews	
6.2 Investigation of Complaints	
6.3 Compliance Review Feedback	
6.4 Improvement Plans	
6.5 Programs Out of Compliance	
<b>7 Public School Districts Contracting with a Private Driving School</b> .....	28
7.1 Contracts with School Districts	
7.2 Renewing Contracts	
7.3 Submitting Contracts	
7.4 Responsibility of School District	
7.5 Record Keeping and Reporting	
7.6 Student Records	
7.7 Criminal History Checks	
<b>Idaho Statutes</b> .....	28
33-1701 Driver Training Courses	
33-1702 Minimum Standards for Courses	
33-1703 Eligible Pupils	
33-1704 Authorization to Operate Program	
33-1705 Two or More Districts Cooperating	
33-1706 Reports to State Department of Education	
33-1707 Reimbursement	
33-1708 Administration	
<b>Idaho Digital Learning Driver Education Course</b> .....	32
<b>Permit Procedures</b> .....	33
<b>Idaho’s Graduated Driver’s Licensing (GDL) Program</b> .....	34

# Mission

The Idaho Driver Education program is dedicated to providing our students with the tools and skills necessary to become safer drivers. This is accomplished by hiring highly-qualified professional educators as instructors and using standards-based proven curriculum.

# Content Standards and Benchmarks

**Content Standards:** Indicate the essential knowledge and skills based on Idaho traffic laws and principles of safety that a student should know and be able to do for successful completion of an Idaho approved public driver education and training program.

**Benchmark:** Define the content knowledge, skills, abilities, and behaviors upon successful completion of the Idaho public driver education and training course.

# 1 Course Overview and Parent Orientation

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## 1.1 Understanding Course Requirements

### BENCHMARKS

#### **The student and parent/guardian will be presented:**

- 1.1.1 the Idaho public driver education and training program goals
- 1.1.2 the course structure, policies and rules
- 1.1.3 the Graduated Driver Licensing Law and procedures for compliance
- 1.1.4 the responsibilities of the instructor, parent and student during the course
- 1.1.5 the process of obtaining, maintaining, and renewing, an Idaho driver's license
- 1.1.6 the types of driver's licenses and instruction permits
- 1.1.7 special information that may be placed on a driver license or instruction permit
- 1.1.8 licensing restrictions, suspensions, and revocations placed on driving privileges
- 1.1.9 the purpose of the Supervised Driving Guide or a comparable document

## 1.2 Understanding the Nature of Driving

### BENCHMARKS

#### **The student will:**

- 1.2.1 examine the behaviors resulting in driver errors and crashes in Idaho
- 1.2.2 examine crash statistics in Idaho and nationally
- 1.2.3 review the risks associated with poor driving habits and how risk can be minimized

# 2 Vehicle Awareness

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## 2.1 Identifying Gauges and Warning Symbols Inside a Vehicle

- BENCHMARKS**     **The student will locate and describe:**
- 2.1.1 the function of alert and warning symbols and gauges found in a vehicle

## 2.2 Operating Vehicle Control Devices

- BENCHMARKS**     **The student will describe and demonstrate:**
- 2.2.1 the use of vehicle control devices found in a driver education vehicle
  - 2.2.2 the use of safety, communication, and convenience devices found in a driver education vehicle

## 2.3 Preparing to Drive

- BENCHMARKS**     **The student will describe and demonstrate:**
- 2.3.1 pre-entry tasks
  - 2.3.2 entry tasks made prior to starting and moving a motor vehicle to accommodate air bags and maximize safety
  - 2.3.3 check all passengers for safety restraint use
  - 2.3.4 traditional and enhanced mirror adjustments to reduce blind spots and glare
  - 2.3.5 the steps involved in securing a vehicle after it is stopped and a drive is completed

## 2.4 Protecting Occupants

- BENCHMARKS**     **The student will:**
- 2.4.1 describe the three collisions of a crash and the effect on the restrained and unrestrained human body
  - 2.4.2 identify and/or describe locations and purpose of airbags, belt adjusters, and head restraints and demonstrate proper adjustments and operation to provide crash survival protection

# 3 Traffic Control

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## 3.1 Traffic Control Devices and Laws

### BENCHMARKS

#### The student will:

- 3.1.1 describe the purposes for traffic control devices
- 3.1.2 list the colors and shapes and describe the functions of traffic signs, traffic signals, and traffic signal/sign combinations
- 3.1.3 list and explain meanings of colors and meaning of roadway markings
- 3.1.4 describe and/or demonstrate appropriate driver responses to roadway signs, traffic signals, and roadway markings
- 3.1.5 apply traffic laws for operating a motor vehicle on public streets and highways.

## 3.2 Right of Way Rules

### BENCHMARKS

#### The student will:

- 3.2.1 define "right of way"
- 3.2.2 discuss the consequences for failure to yield the right of way
- 3.2.3 apply the rules of yielding the right of way at intersections
- 3.2.4 apply the rules of yielding the right of way when merging
- 3.2.5 discuss reasons for and/or apply rules of yielding right of way to emergency vehicles, funerals, school buses, and pedestrians
- 3.2.6 discuss and/or apply rules of yielding in school zones and construction zones
- 3.2.7 discuss and/or apply rules of yielding right of way at intersections with highway-rail grade crossings
- 3.2.8 discuss and/or demonstrate procedures to safely navigate a center shared turn lane, turn lanes and roundabouts.

# 4 Vehicle Control

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## 4.1 Vehicle Positioning

### BENCHMARKS

#### The student will identify, describe, and/or demonstrate:

- 4.1.1 the blind areas to the front, sides, and rear of a vehicle
- 4.1.2 a visual reference point that will place the front bumper at a line or curb when stopping
- 4.1.3 a visual reference point that will place the right side tires 6-12 inches, 3 feet, and 6 feet from a line or curb
- 4.1.4 a visual reference point that will place the left side tires 6-12 inches from a line or curb
- 4.1.5 a visual reference point for placement of a vehicle in the center of a lane
- 4.1.6 visual reference points for placement of the rear bumper at a line or curb
- 4.1.7 lane placement and visual reference points for setup, entry to, and exiting from a turn



## 4.2 Performing Basic Control

### BENCHMARKS

#### **The student will describe and demonstrate:**

- 4.2.1 proper starting procedures
- 4.2.2 steering wheel control techniques and when each is used
- 4.2.3 procedures for entering and leaving the roadway
- 4.2.4 acceleration control
- 4.2.5 controlled, threshold, and trail braking control
- 4.2.6 proper entry into and exit out of a 90 degree corner
- 4.2.7 procedures for left and right precision turns from a stopped and moving position
- 4.2.8 procedures for backing straight and while turning

## 4.3 Lane Changes and Passing

### BENCHMARKS

#### **The student will describe and demonstrate:**

- 4.3.1 compliance with the legal requirements for a lane change
- 4.3.2 safe gap selection for a lane change
- 4.3.3 appropriate lane positions prior to a lane change
- 4.3.4 effective speed adjustments for a lane change
- 4.3.5 effective blind area checks and mirror use prior to making a lane change

#### **The student will describe:**

- 4.3.6 the legal requirements for passing
- 4.3.7 safe gap selection and lane return for passing another vehicle
- 4.3.8 effective speed adjustments for passing another vehicle and lane return
- 4.3.9 appropriate lane positions prior to passing another vehicle

## 4.4 Performing Turnabouts

### BENCHMARKS

#### **The student will describe and demonstrate:**

- 4.4.1 U-turns
- 4.4.2 2-point turns
- 4.4.3 3-point turns

## 4.5 Parking Maneuvers

### BENCHMARKS

#### **The student will demonstrate:**

- 4.5.1 angled parking
- 4.5.2 parallel parking
- 4.5.3 street/curb parking
- 4.5.4 perpendicular forward parking
- 4.5.5 perpendicular backing-into parking
- 4.5.6 parking on a hill – uphill with a curb
- 4.5.7 parking on a hill – uphill without a curb
- 4.5.8 parking on a hill – downhill with a curb
- 4.5.9 parking on a hill – downhill without a curb
- 4.5.10 recognition of restricted parking areas

# 5

## Controlling The Area Around Your Vehicle

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### 5.1 Using Vision for Vehicle Control

**BENCHMARKS**

**The student will:**

- 5.1.1 identify fields of vision and their use while operating a motor vehicle
- 5.1.2 analyze the effect speed has on vision
- 5.1.3 identify techniques to improve vision while driving
- 5.1.4 describe the vehicle control sequence of vision, motion, and steering control
- 5.1.5 discuss how optical illusions can affect the driving task

### 5.2 Time and Space Management Systems and Strategies

**BENCHMARKS**

**The student will describe and/or demonstrate:**

- 5.2.1 the components of a space management system
- 5.2.2 responses to changes in line of sight restrictions
- 5.2.3 responses to changes in path of travel restrictions
- 5.2.4 the six zone locations around a vehicle
- 5.2.5 adjusting lane positions and speed to control space around a vehicle
- 5.2.6 how to select a safe gap for vehicle maneuvers
- 5.2.7 responses to traffic to the front, sides, and rear of the vehicle
- 5.2.8 safe following intervals
- 5.2.9 appropriate communication techniques to inform other roadway users of driver actions prior to a speed or lane position adjustment

### 5.3 Intersections

**BENCHMARKS**

**The student will identify and/or describe appropriate responses to/for:**

- 5.3.1 recognition of and responses to different intersection types
- 5.3.2 searching for and responding to traffic signs, signals, and markings at intersections
- 5.3.3 identification of and response to controlled and uncontrolled railroad crossings
- 5.3.4 visual searching skills to the left, front, right, and rear of the vehicle at intersections
- 5.3.5 visual searching skills to identify and select the best lane position, best speed, and communication at intersections
- 5.3.6 recognition of and response to legal, staggered, and safety stop positions at intersections

# 6 The Physics Of Driving

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## 6.1 The Effects of Gravity and Energy of Motion on a Vehicle

### BENCHMARKS

#### **The student will describe and/or demonstrate:**

- 6.1.1 definitions of gravity and energy of motion
- 6.1.2 the effects gravity and energy of motion have on friction and traction
- 6.1.3 the effect of speed on energy of motion
- 6.1.4 the forces of an impact
- 6.1.5 the impact of tire condition and air pressure on traction
- 6.1.6 the forces involved while in a curve
- 6.1.7 the factors that affect braking distance
- 6.1.8 the consequences of vehicle modifications on vehicle balance and traction
- 6.1.9 the forces of energy on vehicles of different weights and size
- 6.1.10 the effect of vehicle load on vehicle balance
- 6.1.11 the cause and effect of vehicle load changes from side to side, front to rear, and rear to front
- 6.1.12 how aggressive steering, braking, and acceleration affects vehicle balance and control
- 6.1.13 traction loss to both the front and rear wheels
- 6.1.14 how to manage traction loss on a front-wheel drive, rear-wheel drive, and all-wheel drive vehicle
- 6.1.15 conditions that can create traction loss and vehicle imbalance
- 6.1.16 how traction and vehicle balance are affected by steering, acceleration, deceleration, and roadway surfaces
- 6.1.17 the function, advantages, and proper braking techniques of two and four-wheel anti-lock braking systems
- 6.1.18 various steering, stability control, and traction control systems

## 6.2 Negotiating Hills and Curves

### BENCHMARKS

#### **The student will describe and/or demonstrate:**

- 6.2.1 line of sight and path of travel restrictions on hills and curves
- 6.2.2 proper approach to hills and curves
- 6.2.3 proper speed for ascending and descending a hill
- 6.2.4 proper stopping and starting on a hill
- 6.2.5 proper speed and lane positions for approach, apex and exit on hills and curves
- 6.2.6 conditions that can affect traction and procedures to maintain traction on hills and curves

# 7

## Driving Environments

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### 7.1 Rural Driving

BENCHMARKS	<b>The student will describe and/or demonstrate:</b>
7.1.1	characteristics and hazards of rural driving environments
7.1.2	recognition and response to signs, signals and markings in rural environments
7.1.3	responses to animals in rural areas and abide by Idaho's Open Range Law
7.1.4	responses to road conditions and surfaces with proper lane selection, lane position, and speed in rural environments
7.1.5	recognition of and responses to slow moving vehicles

### 7.2 Urban Driving

BENCHMARKS	<b>The student will describe and/or demonstrate:</b>
7.2.1	characteristics and hazards of urban driving environments
7.2.2	recognition and response to signs, signals and markings in urban environments
7.2.3	recognition of and response to problems due to congestion and plan alternate appropriate routes
7.2.4	responses to road conditions and surfaces with proper lane selection, lane position, and speed in urban environments
7.2.5	appropriate lane choice, lane changes and passing

### 7.3 Driving on Limited Access Highways (Freeways)

BENCHMARKS	<b>The student will describe and/or demonstrate:</b>
7.3.1	the characteristics, advantages and disadvantages of limited access highways (freeways)
7.3.2	recognition of and responses to signs, signals, and markings on limited access highways (freeways)
7.3.3	recognition of and responses to the types of expressway interchanges
7.3.4	appropriate lane choice, lane changes and passing
7.3.5	recognition of and responses to problems due to congestion and plan alternate appropriate routes
7.3.6	appropriate entering and exiting limited access highways (freeways)
7.3.7	recognition of how higher speeds affect vehicle control

### 7.4 Driving at Night and in Other Reduced Visibility Conditions

BENCHMARKS	<b>The student will describe and/or demonstrate:</b>
7.4.1	sources of glare and procedures to protect from glare
7.4.2	driving strategies during low light or darkness conditions
7.4.3	the laws and the proper use of headlights
7.4.4	limited visibility conditions and procedures to reduce risk

## 7.5 Driving During Adverse Weather Conditions

BENCHMARKS	<b>The student will describe and/or demonstrate:</b>
7.5.1	adverse weather driving
7.5.2	risks associated with and strategies to compensate for driving during adverse weather driving conditions

# 8

## Cooperating with Other Roadway Users

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### 8.1 Driving Within the Highway Transportation System

BENCHMARKS	<b>The student will describe:</b>
8.1.1	the components of the Highway Transportation System
8.1.2	the impact and consequences of personal driving attitudes, choices, and behaviors on themselves and others.
8.1.3	driver responsibilities for sharing the road with a variety of motorized and non-motorized roadway users and animals
8.1.4	procedures for traffic stops by a police officer

### 8.2 Responding to Emergencies

BENCHMARKS	<b>The student will identify and/or describe appropriate responses to/for:</b>
8.2.1	sudden tire deflation, problems with the accelerator, engine, cooling system, steering, electrical system, lighting, brake failures, vehicle fire, etc.
8.2.2	conditions resulting in skids
8.2.3	conditions requiring emergency evasive steering
8.2.4	returning a vehicle to the roadway from an off-road condition.

### 8.3 Responsibilities after a Crash

BENCHMARKS	<b>The student will describe:</b>
8.3.1	Idaho's Good Samaritan Law
8.3.2	what to do at the scene of a crash
8.3.3	the criteria for when law enforcement must be called after a crash
8.3.4	the importance of following emergency personnel's directions
8.3.5	Idaho's vehicle insurance requirements

# 9

## Being A Responsible Driver

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### 9.1 Effects of Emotions on Driving

- BENCHMARKS**     **The student will describe and/or discuss:**
- 9.1.1 emotions and their effect on driver attitudes, choices and behaviors
  - 9.1.2 ways to manage emotions while driving

### 9.2 Disabilities and Driving

- BENCHMARKS**     **The student will describe and/or discuss:**
- 9.2.1 temporary and permanent disabilities that may affect the driving task
  - 9.2.2 actions drivers can take to compensate for disabilities while driving

### 9.3 Alcohol and Drugs

- BENCHMARKS**     **The student will describe and/or discuss:**
- 9.3.1 how legal and illegal alcohol and drugs affect people differently
  - 9.3.2 the amount of alcohol in various drinks
  - 9.3.3 the multiplying effects of alcohol and/or drugs
  - 9.3.4 the effects of alcohol and drugs on driver perception, vision, reaction time, and risk-taking
  - 9.3.5 the increased probability of being involved in a fatal traffic crash after drinking and/or using drugs

### 9.4 Alcohol/Drug Involved Crashes and Idaho Law

- BENCHMARKS**     **The student will describe and/or discuss:**
- 9.4.1 facts about teenage impaired driving in Idaho and the United States
  - 9.4.2 reasons and excuses for why people drive impaired
  - 9.4.3 the effect impaired crashes have on families and communities
  - 9.4.4 Idaho rules, regulations, and penalties for alcohol and drug use
  - 9.4.5 ways to intervene when someone is impaired and intends to drive

### 9.5 Drowsy Driving

- BENCHMARKS**     **The student will describe and/or discuss:**
- 9.5.1 the physical and mental symptoms and effects of fatigue on driver behavior
  - 9.5.2 strategies to prevent and/or reduce driving while fatigued and drowsy

## 9.6 Aggressive Driving

### BENCHMARKS

#### **The student will discuss:**

- 9.6.1 aggressive driving behaviors
- 9.6.2 strategies to reduce conflicts while driving
- 9.6.3 how emotions and situations can lead to dangerous driving behaviors
- 9.6.4 how aggressive driving behaviors can lead to road rage

## 9.7 Distracted Driving

### BENCHMARKS

#### **The student will identify and describe:**

- 9.7.1 how mental, physical, and visual distractions effect driving
- 9.7.2 how mobile devices and other technologies can create distractions while driving
- 9.7.3 how passengers can create distractions while driving
- 9.7.4 personal habits that can create distractions while driving
- 9.7.5 conditions inside and outside the vehicle that can create distractions while driving
- 9.7.6 strategies for reducing distractions while driving
- 9.7.7 the relationship between distracted driving and vehicle crashes and fatalities in Idaho and nationally

# Operating Policies and Procedures

## Idaho Public Driver Education Programs

### **IDAPA 08.02.02.004**

#### **PUBLIC DRIVER EDUCATION**

All Idaho public Driver Education programs operated by a public school district must comply with the requirements in this document. Sections one (1) through six (6) apply to those programs that public school districts operate directly and do not apply to any public school district that contracts with a private driving business licensed by the Idaho Bureau of Occupational Licensing. Section seven (7) applies to public school districts that contract with private driving businesses licensed by the Idaho Driving Businesses Licensure Board.

# 1

## Public Driver Education Student Requirements

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### 1.1 Enrolled Students

- 1.1.1 An individual between the ages of 14 ½ and 21 may enroll in an Idaho public driver education and training program.
- 1.1.2 Students under the age of 18 must provide a Verification of Compliance Form from their school to prove that they are currently enrolled in school.
- 1.1.3 An Idaho driver training permit must be purchased before the student participates in any instruction.
- 1.1.4 Students enrolled in a home school program must be in compliance with the requirements of the Idaho State Department of Education. The student must be in a home school program for at least one (1) year prior to obtaining a driver education permit.

### 1.2 Transfer Students From Out Of State

- 1.2.1 Students completing driver education in another state must have met or exceeded Idaho's minimum requirements of thirty (30) classroom hours, six (6) behind-the-wheel hours, and six (6) observation hours to qualify for or to complete the six (6) month supervised instruction period in Idaho. The documentation must be on an official school form, signed by the instructor or administrator.
  - 1.2.1.1 Online coursework is not transferable unless it meets or exceeds INACOL standards (International Association for K-12 Online Learning). On-line coursework can only replace the (30) classroom hours. Driving and observation time cannot be replaced with simulated driving or on-line classroom hours.
- 1.2.2 Students who have completed thirty (30) hours of classroom instruction in another state but fewer than six (6) hours of in-car instruction and fewer than six (6) hours of observation may complete the in-car instruction and observation in Idaho.



## 1.3 Student Transfers

- 1.3.1 If a student transfers out with a valid reason (illness, injury, etc.), the student list must show the student as “transferred out” to keep the permit valid. The school must hold onto the permit until that student can be “transferred in” to another class.

## 1.4 Failure/Removal from a Public Driver Education Program

- 1.4.1 Students may be removed from or fail a Public Driver Education program for reasons that include, but are not limited to, the following:
  - 1.4.1.1 Not having purchased a permit before any instruction takes place.
  - 1.4.1.2 Excessive tardiness or absences.
  - 1.4.1.3 Attitude and/or behavior that detracts from safe driving or a positive driver education classroom environment.
  - 1.4.1.4 Cheating (whether sharing or receiving answers or work without permission.)
  - 1.4.1.5 Violation of Idaho’s alcohol/age laws during driver education, while driving or not, will cancel the instruction permit and result in failing driver education.
  - 1.4.1.6 Any violation of the driver education permit including driving without the instructor during the period of time the course is being offered.
  - 1.4.1.7 Use of a mobile or electronic device during instruction without the instructor’s permission.
  - 1.4.1.8 A student in violation of any school or district policy shall not be permitted to enroll or complete driver education.

## 1.5 Students with Special Needs

- 1.5.1 If a student has an Individualized Education Program (IEP), the IEP team should develop goals and objectives to determine if the student will need special accommodations in driver education and training. Once enrolled, every effort should be made to adapt lesson materials to the student’s specific needs (Individuals with Disabilities Education Act, IDEA; PL101-476). Students not eligible for special education services should consult with the district’s school staff responsible for determining under the IDEA if the student could qualify and receive services under Section 504.
- 1.5.2 Public driver education programs will have procedures in place to assist instructors in identifying students with special needs.
- 1.5.3 The school shall provide appropriate accommodations when necessary. No accommodations can be made that compromise public safety.



# Public Program Instructional Requirements

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## 2.1 Classroom Environment

- 2.1.1 If the classroom is not located in a public school building, a Certificate of Maximum Occupant Load from the state fire marshal, local fire department, or local planning and zoning agency must be submitted. The classroom must, in addition to fire and safety approval, meet the standards required by the Americans with Disabilities Act.
- 2.1.2 The classroom environment will be conducive to learning, free from any disturbing influences and used exclusively for driver education instruction during the classroom period.

## 2.2 Minimum Hours and Days

- 2.2.1 All Idaho public driver education and training courses shall include a minimum of thirty (30) clock hours of classroom instruction, six (6) clock hours of behind-the-wheel instruction and six (6) clock hours of observation.
- 2.2.2 With the exception of the approved Idaho INACOL online course, the thirty (30) clock hours of classroom instruction requires face-to-face interaction with the instructor.
- 2.2.3 Homework assignments completed outside the classroom shall not be counted in the thirty (30) clock hours of classroom instruction.
- 2.2.4 Students shall be regularly scheduled for concurrent and sequential classroom and behind-the-wheel instruction. Every student will receive instruction for the required number of hours.
- 2.2.5 Each behind-the-wheel lesson shall be taught in the classroom prior to practicing the lesson during behind-the-wheel instruction.
- 2.2.6 Classroom instruction shall not be substantially completed or completed before starting in-car practice.
- 2.2.7 Before students begin behind the wheel instruction on a public roadway, they will first be given classroom instruction for the basics of: approaching the vehicle with awareness; orientation to controls; use of vision to control the vehicle; proper use of the steering wheel; accelerator and brake control; turning left and right; signs, signals, and markings; and rules of the road.
- 2.2.8 A maximum of thirty-six (36) students shall be scheduled per class.
- 2.2.9 Classroom instruction shall not exceed ten (10) hours in a seven day period.
- 2.2.10 Classroom instruction shall not exceed three (3) hours and twenty (20) minutes per day.
- 2.2.11 Instruction shall not begin earlier than 6 a.m. or end later than 10 p.m.

## 2.3 Behind the Wheel Driving Time

- 2.3.1 The optimum time each student will be behind the wheel is sixty (60) minutes or less per day.
  - 2.3.1.1 When it is in the best interest of the program, students may drive a maximum of ninety (90) minutes per day in two forty-five (45) minute intervals. These intervals must be separated by a break or period of observation of at least forty-five (45) minutes.
- 2.3.2 Each student shall not receive more than three (3) hours of in-car instruction in a seven day period.
- 2.3.3 Behind the wheel lessons shall not begin earlier than 6 a.m. or end after 10 p.m.
- 2.3.4 Drive time shall not include time spent driving to pick up or drop off students unless the route meets the objective of the drive lesson.
- 2.3.5 Each drive must have specific, written objectives.
- 2.3.6 Detailed feedback will be provided to each student after each drive.

## 2.4 Observation Time

- 2.4.1 Students may observe from the rear seat for a maximum of three (3) hours per day.
- 2.4.2 Instructors will provide lessons to engage observing students in each drive lesson.
- 2.4.3 Students may complete the observation time with a parent or legal guardian when the instructor and parent/guardian agrees that it is in the best interest of the student.

## 2.5 Vehicle Occupants

- 2.5.1 Only the instructor and student driver may occupy the front seats.
- 2.5.2 In-car instruction shall include not less than two (2) or more than three (3) students in the car.
- 2.5.2.1 While not recommended, one student may be scheduled for in-car instruction when it is determined to be in the best interest of the student. This exception shall have prior written permission from the parent or legal guardian.
- 2.5.3 No person shall occupy a rear seat unless involved as a student, parent/guardian, instructor or student enrolled in a driver education teacher preparation course, translator, administrator or designee, or supervisor of the driver-training program.

## 2.6 Multiple-Car Driving Range

- 2.6.1 Two (2) hours of driving on a multiple-car driving range may be substituted for one (1) hour of behind the wheel instruction. Multiple-car instruction may be substituted for not more than three (3) of the total six (6) hours required for behind- the-wheel hours.

## 2.7 Simulation Instruction

- 2.7.1 Simulators may be used for supplemental instruction only and not for any part of the six (6) hours of behind-the-wheel or observation time.

## 2.8 Distance Learning Courses

- 2.8.1 Students taking the classroom portion of driver education online must find and hire a local certified in-car instructor prior to beginning the course.
- 2.8.2 Students must purchase a permit before being allowed to participate in any classroom or in-car instruction.
- 2.8.3 Approved online driver education courses must meet or exceed the INACOL standards (International Association for K-12 Online Learning) for online learning and be approved by the Idaho State Department of Education.

# 3 Public Program Instructor Requirements

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## 3.1 Definition of a Public Driver Education Instructor

- 3.1.1 A public driver education instructor is an individual who is licensed by the Idaho State Department of Education to teach the classroom instruction and behind-the-wheel phase of driver education in the public school system.

## 3.2 Age

- 3.2.1 Idaho public driver education instructors must be at least twenty-one (21) years of age.

## 3.3 Driver's License

- 3.3.1 Applicants for an original or renewal public driver education instructor license shall possess a valid class A-D driver license and have a satisfactory driving record. A driving record will be determined satisfactory only if the applicant has not:
- received a court suspension or revocation that is not traffic related.
  - been convicted of a traffic violation that carries a mandatory suspension or revocation of the driver's license within the preceding thirty-six (36) months.
  - been convicted of more than one (1) occasion of any moving traffic violation within any twelve (12) month period of the previous thirty-six (36) months.
  - been convicted for any moving traffic violation causing a fatal traffic collision.
  - been convicted for driving while his/her driver's license was revoked or suspended within the past five (5) years.
  - been convicted for driving under the influence of a controlled substance within the past five (5) years.
- 3.3.2 Out-of-state residents working in the Idaho public school system must submit a state-issued copy of their driving record from their home state.

## 3.4 Education

- 3.4.1 Applicants for an original public driver education instructor license must have completed at least four (4) semester credit hours in a state-approved driver education licensing course.
- 3.4.2 Applicants for an original public license must have a valid Idaho educator credential or verified previous instructor experience.
- 3.4.3 Licensed instructors moving to Idaho from another state must take and pass the State of Idaho Driver Education Certification Exam with a grade of 80% or higher. If an applicant fails the exam, the Idaho Driver Education Licensing course must be taken.
- 3.4.4 Idaho public driver education instructors who have let their licenses lapse must either attend fifteen (15) hours of driver education professional development or take and pass the Idaho Driver Education Licensing Course's final exam with a grade of 80%. If the applicant fails the written final exam, they must retake the Idaho Driver Education Licensing Course or wait to attend fifteen (15) hours of driver education professional development.
- 3.4.5 New public driver education instructor applicants must submit a sealed Idaho Transportation Department (ITD) skills test that has been administered by an ITD skills tester within the past twelve (12) months, with a passing score of not more than seven (7) penalty points. The applicant must wait three (3) days before retesting.

- 3.4.5.1 At the discretion of the Idaho State Department of Education, a re-examination of a knowledge or skills test may be required for a license renewal.
- 3.4.6 Instructors who once had a valid teaching credential may continue to teach driver education without having to keep their teaching credential current.

### 3.5 Medical Examination

- 3.5.1 Public driver education and training instructors shall have a medical examination performed by a certified medical professional.
- 3.5.2 The medical examination shall be completed within three (3) months preceding the application.
- 3.5.3 The medical examination report must indicate whether the applicant has any ailment, disease, or physical or mental disabilities that may cause momentary or prolonged lapses of consciousness or control, which is or may become chronic. Applicants must not be suffering from a physical or mental disability or disease that may prevent the applicant from maintaining reasonable and ordinary control over a motor vehicle or that could impair the applicant's ability to drive safely or instruct automobile drivers.
- 3.5.4 The medical examination must be renewed upon expiration and a copy of the official form sent to the Idaho State Department of Education.
- 3.5.5 Public driver education instructors who cannot pass a physical may request permission to teach the classroom portion of the course only when they turn in a copy of their medical exam.

### 3.6 Professional Development

- 3.6.1 Public driver education instructors must complete eight (8) hours of professional development training every year. Professional development hours will be accepted if for the purpose of enhancing instructional knowledge and skills in support of teaching best practices.
- 3.6.2 Professional development training, other than state offered workshops, must be pre-approved by the Idaho State Department of Education and may be obtained through a state agency, college or university, or professional education organization. Professional development training may be selected from independent study courses and may also include Continuing Education Units (CEUs) approved by the Idaho State Department of Education.

### 3.7 License Renewal

- 3.7.1 The School district must submit the Public School Annual Program Plan Packet listing all instructors to be licensed for their district to teach driver education. Instructors are licensed each July 1st for a period of twelve (12) months.
- 3.7.2 Instructors are responsible to make sure their licensing requirements, including medical exam and professional development, are current.

### 3.8 Criminal History Check

- 3.8.1 Anyone affiliated with teaching public driver education must have a current criminal history check on file at the Idaho State Department of Education on an official SDE form.
- 3.8.2 If an employee remains continuously employed with a district, an additional criminal history check is not required. However, when a person begins employment with another district or if there is a break in service, a new criminal history check is required.

- 3.8.3 If an instructor works for two or more districts at the same time and a criminal history check has been done within the past six (6) months, an SDE Multiple Assignment Form may be filled out and one background check used for all schools on the form.
- 3.8.4 An individual convicted of a misdemeanor or felony crime against a child is not eligible for public driver education licensing.
- 3.8.5 A public driver education instructor convicted of a misdemeanor or felony crime against a child will lose his or her current driver education license.

## 3.9 Driving Under the Influence (D.U.I.)

- 3.9.1 If a public driver education instructor is convicted of a D.U.I. while holding a public driver education instructor's license, the license will be immediately revoked for a period of not less than five (5) years from the date of conviction.
- 3.9.2 If a conviction for D.U.I. has occurred within the past five (5) years, the individual with the conviction will not be eligible for a public driver education instructor's license until five (5) years from the date of conviction.
- 3.9.3 Refusal to take an evidentiary test will result in instructor license revocation for a period of five (5) years.
- 3.9.4 An individual with more than one D.U.I. is not eligible for a public driver education instructor's license.

# 4

## Public Program Course Administration

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### 4.1 Annual Application to Operate Packet

- 4.1.1 All public driver education programs, including those contracting with a private driving school, must submit an Annual Program Plan to the Idaho State Department of Education for approval no less than thirty (30) days prior to the start of the first class of the fiscal year.

### 4.2 Student Lists

- 4.2.1 All public driver education programs must submit a Final Student List provided by the SDE to their local Department of Motor Vehicles (DMV) within three (3) days after a course ends.
- 4.2.2 Course end dates on the final student lists must be the same date students begin their six (6) months of supervised driving.

### 4.3 Reimbursement

- 4.3.1 All public driver education programs must report all income generated by student fees and district expenses to the Idaho State Department of Education on the Reimbursement Form.
- 4.3.2 Public School Programs may choose to file a claim for reimbursement within forty-five (45) days after each class ends or submit all classes at once, annually.
- 4.3.3 Claims for reimbursement must include final student lists with instructors signature for each course taught.
- 4.3.4 Any public driver education program that fails to meet the standards within this document shall not be entitled to reimbursement.
- 4.3.5 Public school districts may include the cost of instructor training and required medical examinations for its instructors on their Reimbursement Form.

- 4.3.6 Two or more districts may cooperate in offering driver education and training. However, only one school district may submit a Reimbursement Form. All adjustments for payment of expenses will be between the cooperating districts.
- 4.3.7 If a student fails, the student can re-enroll in another class, providing the student purchases a new Driver-Training Permit. The student may again be added to another Reimbursement Form.
- 4.3.8 Public schools are eligible for full reimbursement at the current rate for each student that completes the required thirty (30) hours of classroom, six (6) hours of driving, and six (6) hours of observation.
- 4.3.8.1 Public schools will be reimbursed half the current reimbursement rate for students who complete more than fifteen (15) but fewer than thirty (30) hours of classroom.
- 4.3.9 Claims for on-line classroom reimbursement must be an approved online Driver Education course that meet or exceed the INACOL standards (International Association for K-12 Online Learning) for online learning and be approved by the Idaho State Department of Education.

## 4.4 Students outside a School District

- 4.4.1 Students enrolled in any Idaho public school district may enroll in driver education and training outside their home district with approval from both districts.

## 4.5 Student Records

- 4.5.1 At the end of the course, the student's driving logs shall be included in the student's record and maintained by the school. All original student records shall be maintained for a minimum of five years, including students who passed, failed, withdrew, cancelled or transferred. Each student's record shall include:
  - student's full name, address, telephone number;
  - driver training permit number;
  - attendance records;
  - behind-the-wheel driving log;
  - quizzes and tests grade results;
  - final grades.
- 4.5.2 Students will be given a certificate of completion upon passing a public Idaho driver education course.
- 4.5.3 Original student records shall be made in ink and updated after each lesson.
- 4.5.4 The original records shall be made available to the Idaho State Department of Education upon request.
- 4.5.5 Loss, mutilation, or destruction of records must be reported immediately to the Idaho State Department of Education by affidavit, stating the date the records were lost, destroyed, or mutilated; the circumstances involving the loss, destruction or mutilation; the agency to which it was reported, name of the law enforcement officer or fire department official, case number, and the date of the report.

## 4.6 Collision/Incident Report

- 4.6.1 Within two (2) weeks following any incident involving a public driver training vehicle, the school district must submit a current SDE Collision/Incident Report Form to the Idaho State Department of Education.
- 4.6.2 All driver training vehicles involved in a collision will be required to file a report with the appropriate police agency. The school district will provide a copy of the police report to the Idaho State Department of Education.
- 4.6.3 Any student driver who is convicted of a traffic violation resulting in a crash while holding a driver education permit may have their permit revoked. If the license is revoked, the student must purchase another permit and take the class at a later date.

## 4.7 Driving Logs

- 4.7.1 A driving log for each student shall be maintained by the instructor and include the following minimum information: (1) student name, (2) driver training permit number, (3) home phone number, (4) emergency contact name and phone number, (5) instructor's name, (6) date and clock time of each drive, (7) skills taught, (8) driving time, (9) instructor remarks, (10) student initials verifying time/date for each drive and observation, (11) final behind-the-wheel grade, (12) total driving time, and (13) special accommodations if used (hand controls, a seat cushion, etc.).

## 4.8 Instructor Cell Phone and Mobile Device Use During Instruction

- 4.8.1 Instructor cell phone use while a student is driving shall be limited to emergency purposes only.

## 4.9 Assessments

- 4.9.1 The standards for passing a public driver education and training program shall be clearly set forth in writing to students prior to starting the course of instruction.
- 4.9.2 Students shall be assessed in the following three (3) areas: knowledge, skills, and attitude. A student who fails in any one of these three areas shall fail the entire course.
- 4.9.3 Each student shall be assessed for knowledge and understanding of the classroom lessons with quizzes that require students to list, define, describe, identify, demonstrate, explain, compare, predict, estimate, or solve.
- 4.9.4 Successful completion for the course is earning a grade of 80% or higher.
- 4.9.5 A final knowledge test will be administered at the completion of the course.
- 4.9.6 A final behind-the-wheel skills test will be administered that measures the essential skills required for operating a motor vehicle safely on public roadways.

## 4.10 Parental Involvement

- 4.10.1 Contact with each student's parent or guardian is required at least once during the course.
- 4.10.1.1 Contact may be by phone, email, mail, or in person for on-line classes.
- 4.10.1.2 Instructors will conduct at least one parent meeting with each driver education class. Parents/Guardian must attend prior to the student receiving their supervised instruction permit.

## 4.11 Make-Up Policy

- 4.11.1 The school will have a written policy for missed coursework and driving.
- 4.11.2 A make-up policy shall ensure that all required hours of instruction and course content are completed. Students will not be allowed to make up missed lessons in a scheduled classroom session unless the lesson missed is being taught. Make-up lessons may be provided on an individual basis.
- 4.11.3 The school may charge an extra fee for missed coursework and driving.



## 4.12 Curriculum

- 4.12.1 An Idaho public driver education and training program's classroom and behind the wheel essential knowledge and skills shall meet or exceed those in the most recent Idaho Public Driver Education Curriculum Guide.
- 4.12.2 Idaho public driver education programs may create their own curricular materials as long as they meet or exceed the most recent Idaho Public Driver Education Curriculum Guide.
- 4.12.3 Idaho public driver education programs must meet or exceed the most current Idaho Teen Driver Education and Training Program Content Standards and Benchmarks.
- 4.12.4 The Idaho Public Driver Education Curriculum Guide will be based on nationally accepted standards and best practices.
- 4.12.5 A school's curriculum may be audited as part of a regular review.

## 4.13 Lesson Plans

- 4.13.1 Each instructor shall have lesson plans for the lesson they are teaching in the classroom and/or behind the wheel based upon the program's approved curriculum content outline. Lesson plan content shall meet or exceed the most current Idaho Public Driver Education Curriculum Guide.

## 4.14 Student Instructional Materials

- 4.14.1 Each student shall have access to instructional materials to read and study during the course. The instructional material shall be equal to or exceed the content of current state-adopted driver education textbooks and be compatible with the school's curriculum content outline.
- 4.14.2 Textbooks, if used, shall be selected from the list adopted by the Idaho State Department of Education.

## 4.15 Idaho Driver's Manual

- 4.15.1 Each student shall have access to a current copy of the Idaho Driver's Manual. The manual shall not be used as the only source of instructional material, but shall be used as an aid for instruction on Idaho's traffic laws, rules of the road, driver licensing and vehicle registration.

## 4.16 Practice Guide/Log

- 4.16.1 Each student and their parent or legal guardian shall be informed of the requirements of the Graduated Driver Licensing laws and provided a Supervised Driving Guide Book and driving log for their use during the required six (6) months of the Graduated Driver Licensing practice period.

# 5

## Public Driver Education Vehicle Requirements

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### 5.1 Vehicle Type

- 5.1.1 Only passenger vehicles may be used. All motor vehicles used for in-car instruction shall be properly registered in compliance with the Idaho Transportation Department's vehicle registration laws and be maintained in safe operating condition.

### 5.2 Vehicle Use

- 5.2.1 If any of the mileage will be included for reimbursement and a vehicle is not used exclusively for driver training, the school will maintain a mileage log. The log will remain on file with the driver education program's expenses.

### 5.3 Annual Vehicle Inspection

- 5.3.1 Before a vehicle is used for instruction, a certified mechanic must inspect the vehicle using the Vehicle Inspection Form provided by the Idaho State Department of Education.
- 5.3.2 Vehicles not passing the inspection shall be placed out of service until the needed repairs are made and the vehicle is re-inspected by a certified mechanic using the Vehicle Inspection Form.
- 5.3.3 Annual inspections expire on June 30 each year.
- 5.3.4 Inspections serve to verify the integrity of the vehicle's critical safety components that are necessary to ensure that the vehicle is in safe operating condition.
- 5.3.5 Following any motor vehicle crash involving the vehicle, the public driver training school shall withdraw the vehicle from the fleet and not use it for instruction until it has passed a new mechanical inspection. This new inspection must be submitted to the Idaho State Department of Education before the vehicle can be returned to service.
- 5.3.6 Mechanics may use the Vehicle Inspection Form provided by the Idaho State Department of Education or their own, provided it meets or exceeds the inspection standards recommended by the American Association of Motor Vehicle Administrators.
- 5.3.7 A dual brake must be included in the inspection.
- 5.3.8 A copy of the Annual Vehicle Inspection must be included in the Annual Program Plan.

### 5.4 Required Vehicle Equipment

- 5.4.1 All motor vehicles used to practice driving lessons shall be equipped with a dual control brake pedal within easy reach of the instructor and capable of bringing the vehicle to a stop in accordance with Idaho Code §49-933(7).
- 5.4.2 Driver training vehicles shall be equipped with:
- Operating safety belts and all occupants in the driver-training vehicle shall be properly secured in a safety belt when the vehicle is moving.
  - An inside rear view mirror for the exclusive use of the instructor.
  - Side-view mirror on each side of the vehicle, adjusted for the driver's use.
- 5.4.3 Signs and/or lettering that can be seen from outside the vehicle to the rear and both sides of the vehicle.
- 5.4.3.1 The signs and/or letters will be of contrasting colors so as to be clearly readable at one hundred feet in clear daylight.

- 5.4.3.2 Signs and/or lettering to the rear and sides will have “STUDENT DRIVER,” “DRIVER EDUCATION,” or “DRIVING SCHOOL” with not less than 2 ½ inch high lettering.
- 5.4.3.3 Signs and/or lettering to both sides of the vehicle will have the name of the school or school district with not less than two-inch (2) high lettering.
- 5.4.3.4 All signs and/or lettering must be safely secured while the vehicle is in motion.
- 5.4.3.5 When replacing worn or installing new signs, the lettering will comply with these standards.
- 5.4.4 Vehicles used on a multiple car, off-street “range” are not required to be equipped with a dual control brake, car signage, or rear-view mirror for the instructor.

## 5.5 Vehicle Insurance

- 5.5.1 Insurance coverage shall be maintained in full force and effect while the vehicle is used for driver training and will meet the requirements in Idaho Statute §6-924. The current statute states the policy will have a limit of not less than \$500,000 for bodily or personal injury, death, or property damage or loss as the result of any one (1) occurrence or accident, regardless of the number of persons injured or the number of claimants.

# 6

## Monitoring And Reviewing Public Driver Education Programs

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### 6.1 Compliance Reviews

- 6.1.1 The Idaho State Department of Education may review public driver education classroom and behind-the-wheel instruction and program records for compliance with department instructional, statutory, and regulatory requirements.

### 6.2 Investigation of Complaints

- 6.2.1 Complaints against a public driver education program or instructor will result in an investigation and/or compliance review.

### 6.3 Compliance Review Feedback

- 6.3.1 Reviewed public schools and/or instructors will be given feedback in areas in which they are doing well and areas in which they can improve.

## 6.4 Improvement Plans

- 6.4.1 Public schools and/or instructors that are out of compliance with policy will be put on an improvement plan that provides the support and time necessary to make the suggested or required changes that come from a review.

## 6.5 Programs Out of Compliance

- 6.5.1 Public schools and/or instructors that refuse or fail to make the necessary changes to be in compliance within the agreed upon timeframe will not be eligible for reimbursement or be able to offer a program until they are back in compliance.

# 7 Public School Districts Contracting with a Private Driving School

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## 7.1 Contracts with School Districts

- 7.1.1 Public school districts may contract with a private driving school to provide a driver education and training program. To qualify for reimbursement, the district shall have a written contract with the private driving school specifying the responsibilities of each party.
- 7.2.1 Contracts must be renewed annually.

## 7.2 Renewing Contracts

- 7.2.1 A copy of the contract shall be included in the Annual Program Plan submitted by the school district to the Idaho State Department of Education at least thirty (30) days prior to a program starting for that fiscal year.

## 7.3 Submitting Contracts

- 7.3.1 The school district is responsible for ensuring that the contractor is teaching content that meets or exceeds the Idaho State Board of Education approved Public Driver Education Content Standards and Benchmarks.

## 7.4 Responsibility of School District

- 7.4.1 All private contractors must have a valid license as issued by the Idaho Driving Businesses Licensure Board.

## 7.5 Record Keeping and Reporting

- 7.5.1 All record keeping and required reporting to the Idaho State Department of Education shall be completed by the school district.

## 7.6 Student Records

- 7.6.1 All student records are the property and responsibility of the school district.

## 7.7 Criminal History Checks

- 7.7.1 In accordance with State Statute 33-512, school districts shall ensure that all private driver education instructors who are contracting with a public school and who will have unsupervised contact with students, have a current criminal history check on an official SDE fingerprint card on file at the Idaho State Department of Education. School districts will also be responsible for cross-checking all private driver education instructors working as contractors for the school district against the statewide sex offender registry.

Federal law prohibits discrimination on the basis of race, color, religion, sex, national origin, age, or disability in any educational programs or activities receiving federal financial assistance. (Title VI and VII of the Civil Rights Act of 1964; Title IX of the Educational Amendments of 1972; Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990.)

It is the policy of the Idaho State Department of Education not to discriminate in any educational programs or activities or in employment practices.

Inquiries regarding compliance with this nondiscriminatory policy may be directed to the State Superintendent of Public Instruction, P.O. Box 83720, Boise, Idaho 83720-0027, (208) 332-6800, or to the Director, Office of Civil Rights, Department of Education, Washington, D.C.

## Education Title 33 ~ Chapter 17 ~ Driver Training Courses

**33-1701.** Driver training courses. In conjunction with its supervision of traffic on public highways, the Idaho transportation department is directed to cooperate with the state board of education in its establishment of driver training courses in the public schools of the state.

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**33-1702.** Minimum standards for courses. (1) The state board of education and the transportation department shall cooperate in establishing, and amending as need arises, minimum standards for driver training programs reimbursable hereunder. (2) Such standards shall require not less than thirty (30) clock hours of classroom instruction, six (6) hours observation time in a driver training car, and six (6) hours behind-the-wheel practice driving; but the state board of education may allow in lieu of not more than three (3) hours of such practice driving, such equivalent thereof in simulated practice driving as the said board may have, by uniform rules, approved. The board shall adopt standards necessary to allow completion of the thirty (30) clock hours of required classroom instruction through an approved correspondence course.

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**33-1703.** Eligible pupils – Time courses offered. Reimbursable programs shall be open to all residents of the state, of the ages fourteen and one-half (14 1/2) through twenty-one (21) years whether or not they are enrolled in a public, private or parochial school. Residents living within any school district operating, or participating in the operation of, an authorized driver training program, shall enroll, when possible, in the training program offered in the school district of residence.

No charge or enrollment fee, not required to be paid by public school pupils for driver training, shall be required to be paid by residents not then attending public schools.

Driver training programs herein authorized may, at the discretion of the board of trustees, be conducted after school hours, or on Saturdays, or during regular school vacations.

**33-1704.** Authorization to operate program. The board of trustees of any school district proposing to establish an authorized driver training program shall, as a condition of reimbursement for costs incurred in the driver training program, not less than thirty (30) days prior to the proposed commencement thereof, submit to the state department of education the plan therefor. The state department shall approve or disapprove such plan within ten (10) days after receipt from the district of the proposal, and shall give written notice of its decision to said board of trustees. Any school district which operates any driver training program without prior written approval from the state department of education shall not be entitled to reimbursement, as provided in section 33-1707, Idaho Code, for the unapproved plan, or the unapproved portions of any plan.

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**33-1705.** Two or more districts cooperating. Two (2) or more school districts may, by written agreement, offer a driver training program jointly. In such case the plan shall be submitted by one (1) of the districts which shall be designated as the operating district; and upon approval of the plan, all reports and apportionments of funds shall be made as though the designated operating district were the only district operating the program. The absence of a written agreement, however, shall not limit the board of trustees of any school district in accepting enrollments in its driver training program on the part of residents in neighboring school districts.

**33-1706.** Reports to state department of education. Each school district which has completed a course or courses in driver training, whether approved for reimbursement or not, shall submit a report to the state department of education not later than forty-five (45) days after completion of the course or courses, or one report annually, showing (1) the number of pupils who enrolled; (2) the number of pupils who completed the course; and (3) the total cost of operation of the program, together with such other information as the state board may require. Failure to submit reports to the state department of education shall be cause for the state department of education to disallow reimbursement even for prior approved driver training program.

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**33-1707.** Reimbursement – Determination – Certification. a. From the data provided by the school district, as required by section 33-1706, Idaho Code, the state department of education shall compute the average of the number of pupils enrolling in the course and those completing the same, and determine for such average number, the per-pupil cost thereof.

The amount due the district from the driver training fund in the state treasury shall be the total cost of operating the program, or the average of the number enrolling in the course and those completing the same, multiplied by one hundred fifty dollars (\$150), whichever is the lesser.

b. On or before the fifteenth day of February, and the thirtieth day of June, and the fifteenth day of September in each year, the state superintendent of public instruction shall certify to the state controller a list of school districts having submitted the reports required in section 33-1706, Idaho Code, and the amount of money due to each as computed under the provisions of subsection a. of this section. The state controller shall draw his warrants against the driver training account in the state treasury, in favor of the several districts entitled thereto, in the amount so certified. Annually, not later than the first day of September in each year, the state superintendent of public instruction shall cause the supervisor of

driver training to prepare a report listing the names of the school districts having submitted the reports as required in section 33-1706, Idaho Code, and the amounts of money paid each as computed under the provisions of subsection a. of this section.

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**33-1708.** Administration – State supervisor of driver training – Employees – Expenses. The state superintendent of public instruction shall administer the driver training fund. The state board of education shall employ within its department of education a state supervisor of driver training, who shall be a full-time employee, and such other supervisory and clerical help as may be deemed necessary, to effectuate the provisions hereof. The state superintendent of public instruction shall cause to be maintained an accurate, current, and complete record of all costs of administering and supervising the driver training program in the state. Annually, not later than the first day of September, the state superintendent of public instruction shall cause the supervisor of driver training to prepare a report showing the actual expenses incurred in administering and supervising the driver training program during the preceding fiscal year ending June 30.

# Idaho Digital Learning Driver Education Course

The Idaho Digital Learning Driver Education course meets national standards for online learning and state standards for Driver Education, and is approved by the Idaho State Department of Education.

This 6-week course covers the skills and attitudes needed to become a safe driver. It adheres to Idaho's Driver Education curriculum and satisfies all content standards and benchmarks contained therein.

Idaho Digital Learning provides only the classroom portion of the driver education program. Students must arrange for in-car instruction with a licensed in-car instructor (public or private) with whom they will work with while taking the Idaho Digital Learning Driver Education course. The Supervised Instruction Permit should be directed to the behind the wheel instructor when purchased from the DMV.

After purchasing the Supervised Instruction Permit, the student should contact their local school's Idaho Digital Learning site coordinator or counselor to register for the Idaho Digital Learning Driver Education course. Idaho Digital Learning requires local district site coordinators to enter the student's permit number at the time of registration.

The classroom instruction must be completed concurrently with the in-car portions of the driver education program. Students are not to begin in-car instruction until after the completion of the first unit of class. The driving and observation must be scheduled to abide by the rules stated in

the Operating Procedures for Idaho's Public Driver Education programs.

The Driver Education course is pass/fail and students must have at least an 80% in each of the following areas: classroom instruction (Idaho Digital Learning), in-car behind the wheel instruction (public or private instructor), and attitude (both in-class and in-car).

Students will report their in-car instructor's name and contact information to the online instructor during the first week of class. Students that do not have their in-car instruction arranged at this time will be dropped from the course.

The online classroom teacher will contact the in-car instructor within the first two weeks of the course start date and communicate the course syllabus, schedule, and their contact information. Idaho Digital Learning teachers will update the in-car instructor with student grades midway through the course and contact them as necessary throughout the course when there are concerns or updates. At the conclusion of the course, the Idaho Digital Learning teacher will send a Final Grade Report to the in-car instructor including student test scores and the final grade.

Idaho Digital Learning does not issue or complete the Certificate of Completion or the Student List. In-car instructors must track and submit all paperwork and issue the Supervised Instruction Permit to the student upon course completion.

## Role Allocation

Online Classroom Instructor (IDLA)	In-Car Instructor (public or private)
<ul style="list-style-type: none"> <li>• Teaches 30 hours of classroom instruction</li> <li>• Tracks in-car instructor information.</li> <li>• Contacts in-car instructor within two weeks of class start, midway through the class, and as needed with concerns or grade updates.</li> <li>• Provides Final Grade Report to in-car instructor at end of course.</li> </ul>	<ul style="list-style-type: none"> <li>• Receives student permits.</li> <li>• Teaches the 6 hours of behind-the-wheel instruction and 6 hours of in-car observation.</li> <li>• Communicates concerns with online classroom teacher.</li> <li>• Issues Certificate of Completion.</li> <li>• Submits Student Roster.</li> <li>• Turns permit over to student after successful completion of the course.</li> </ul>



- 1.** Student must purchase a Driver Training (DT) permit
  - a.** Student must tell the driver's license examiner where they are taking driver's training.
  - b.** Student cannot attend class until permit is purchased (Idaho Code 49-307.1).
- 2.** Student needs to provide DT instructor proof of DT permit having been purchased.
- 3.** Driver's Training Instructors:
  - a.** If you have not received the "hard card" from the factory, customer receipt of the DT permit purchased is acceptable. Check in the comment area on the receipt to confirm the permit was mailed to your DT school.
    - i.** If the permit was mailed to a different DT school, and the student has not attended any classroom instruction from the previous school the current DT school will need to request the DT permit be sent to their school.
    - ii.** If the student has attended any classroom instruction and not completed or/ failed, the instructor will need to submit a student log sheet along with the DT permit to the county driver's license office indicating the student has failed. The student will need to purchase a new DT permit to take driver training again after failing.
    - iii.** Transferring a student in and out of class. If the student is taking the class for a second time from the same DT school. Keep the permit and do not mark in the pass/fail boxes only mark in the "transfer out" box.
    - iv.** Mailing back permits for students who never plan on attending your DT school. Mail to: ITD, PO Box 7129 Boise, Idaho 83707. Attention: Driver Licensing
- 4.** Driver's Training Instructors: Upon the completion of the driver's training course the Driver's Training instructors are required to send the Student lists to the DMV within 3 business days.(IDAPA 08.02.02.004 Section 4.2.1)
- 5.** County driver's license examiners: It is imperative these completion dates are entered immediately. The majority of kids are already out there driving because they have "completed" driver's training.
  - a.** If "Pass" is entered, the system will automatically activate the DT permit to a Supervised Instruction Permit and will set the SIP eligibility date to 6 months from the driver's training completion date.
  - b.** If "Fail" is entered, the system will automatically change the permit status to "NOTLIC" and will cancel the permit.

The supervised instruction permit does not become a driving permit until the completion date is entered at the county office.

# Idaho's Graduated Driver's Licensing (GDL) Program

1. Students under the age of 17 who have never been issued a driver's license in Idaho must successfully complete an approved driver education class consisting of:
  - Thirty (30) hours of classroom instruction,
  - Six (6) hours of behind the wheel instruction, and;
  - Six (6) hours of in-car observation.
2. Complete the Supervised Driving Period (SIP) which must include:  
Students successfully passing Driver Education  
Six (6) months of supervised driving.  
50 hours of supervised driving, 10 hours minimum of night time driving.  
Be accompanied by a supervising person at least 21 years old with a valid driver's license and not under the influence of drugs or alcohol.  
Supervising person must be in front seat beside you, no other persons are allowed in the front seat.  
All occupants must wear seat belts or child restraints.  
Be in possession of Supervised Instruction Permit (SIP).  
Observe all laws.

If convicted of any traffic violation (moving or non-moving), violate any restrictions, or have your driving privileges suspended while operating under the SIP, the permit will be canceled and you must apply for a new SIP. The six months of supervised driving will begin all over again. You may drive longer than 6 months on the SIP as long as it has not expired.

3. Pass the written knowledge and skills test
  - Applicants must be 15 years old to receive an Idaho driver's license.
  - Applicants must schedule an appointment with a skills tester. The skills tester will need to
  - view the applicant's original signed SIP.
  - Applicants who fail the skills test must wait three (3) days before retesting and fees must be re-paid.

Drivers under age 16 are restricted to daylight only driving unless accompanied by a licensed driver who is at least 21 years of age and sitting beside the driver.

Licensees under age 17 are required during the first six (6) months from the date the license was issued to limit the number of passengers in the vehicle who are under age 17 to not more than one passenger, unless the passengers are related to the driver by blood, adoption or marriage.

As part of the Graduated Driver's License Program all drivers under age of 17 are subject to the following moving traffic violation penalties:

- First violation- warning letter
- Second violation- Minimum 30 day suspension
- Third violation- Minimum 60 day suspension

These penalties are in addition to the cancellation of a Supervised Instruction Permit, or any other suspensions that may be ordered because of a traffic violation. If the SIP or driver's license gets suspended, you must pay all applicable reinstatement fees before driving privileges can be reinstated.





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