

TRANSPORTATION MANAGEMENT

School Business officials in the transportation area of practice understand how transportation services, funding sources, logistics and more, have an acute knowledge of the community and stakeholders, industry benchmarks and relevant legislation and regulations. School business officials need to understand processes, risks, contracts, community needs, communications, demographics, and infrastructure.



As an affiliated associate with ASBO International, we have aligned our professional standards to those of the global community to reflect the current roles and responsibilities of members working in the business, finance, and operations in the K-12 education system in Alberta.

This profile tool is intended to frame your reflection on your practice, based on the indicators for each area of the Human Resource Management standards.

A suggested approach for using this tool:

Evidence in Practice

Review each of the statements highlighting ones that represent practices you demonstrate.

Identify those practices you demonstrate in the "Evidence of Practice" column. (are the practices observable? Are they measurable?)

If you currently demonstrate a practice that is not described, consider adding it to evidence in practice column.



Areas for Growth

Reflect on your current practice and on the job behavior as they relate to the area of practice to assist you in identifying areas for growth.

You may choose to add additional indicators based on shared practices and/or emerging legislation and/or research that identify areas in which you would like to grow.

This tool is intended for your personal use. You may choose to share with mentors and/or colleagues as you see fit. It is also a good tool to use when identifying areas of experience and/or specific PD/CPD required in meeting or maintaining the CSBO designation. Individual members who wish to do a more in-depth assessment of their current skill levels, may wish to request a copy of the [2021 ASBO International School Business Management Professional Standards](#) which provides further information for entry, mid and senior level guides for competencies.



AREA OF PRACTICE Transportation Management

TRANSPORTATION SERVICES

School business officials in the transportation services function understand the day to day operational requirements and the safety and security, the legal requirements around student transportation and how it works within the overall education system. They manage it assets, driver contracts, conduct analysis of the overall transportation system, and understand the unique needs of each community. School business officials need to understand and address the various related risks with transportation requirements for field trips, cocurricular and extracurricular activities, special needs, and more.

INDICATORS	EVIDENCE IN PRACTICE
<p>A school business official understands and demonstrates the ability to:</p> <ul style="list-style-type: none"> a) Comprehend the basic concepts related to the transportation operations, including, but not limited to, routes and route analysis, staffing, fleet maintenance, financing options and field trips and charters. b) Understand the federal D-250 standards, provincial legislation and regulations that relate to transportation, and school buses specifically, and ensure the jurisdiction transportation system has policy and procedures to ensure compliance is met. c) Manage transportation crises that occur, ensuring that contingency plans are in place and communicated appropriately. d) Monitors the student transportation program for safety, security, and efficiency and adjust as needed. e) Solicit, evaluate, and recommend alternative methods and systems for providing student transportation. f) Report transportation data, including ridership; kms/fuel costs; financial information and other information required by government and school boards. g) Understand various funding sources and issues related to school transportation. h) Develop and maintain open and clear lines of communications with parents, staff, administration, government, and the public. 	<div style="border: 1px solid black; height: 150px; width: 100%;"></div> <div style="border: 1px solid black; padding: 5px; text-align: center;">AREAS FOR GROWTH</div> <div style="border: 1px solid black; height: 150px; width: 100%;"></div>