

## **INSTRUCTION**

### **Special Programs**

#### **Driver Education**

This regulation supersedes Regulation 3330.3.

#### **I. PURPOSE**

To establish the procedures by which driver education will be provided after school hours to students in Fairfax County Public Schools.

#### **II. CLASSROOM INSTRUCTION**

##### **A. Hours of Instruction**

All students shall receive a minimum of 30 clock hours of classroom instruction in driver education as part of their regularly scheduled physical education classes in tenth grade.

##### **B. Eligibility**

Any student who is 15 years of age in grades 9, 11, and 12 may enroll in after-school classes during the academic year when classes are offered. Students 15 years of age may enroll in summer classes. High school graduates are not eligible for these classes.

##### **C. Guidelines for After-School Instruction**

1. The Office of Adult and Community Education shall be responsible for establishing a class, arranging for a certified instructor, and scheduling students for the class.
2. A minimum number of students must enroll. The required number shall be established annually.
3. A class must be a full 30-clock-hour course to comply with the Code of Virginia and Fairfax County Public Schools Program of Studies objectives.
4. The instructor must provide the driver education specialist, Office of Adult and Community Education, with a record of each student's grade and the date of course completion. This information shall be entered through SASI and become part of the student's cumulative record.

### III. BEHIND-THE-WHEEL INSTRUCTION

#### A. Fees

A fee for behind-the-wheel instruction shall be established annually. This fee shall not exceed the maximum allowable by the state code.

#### B. Hours of Instruction

All students in behind-the-wheel driver education shall receive a minimum of fourteen 50-minute periods of instruction consisting of seven periods of driving and seven periods of observation.

#### C. Eligibility

Eligibility for behind-the-wheel training shall be restricted to those students who have successfully completed a minimum of 36 hours of classroom instruction or who are currently enrolled in the minimum 30-clock-hour classroom phase of the program. When reporting for instruction, all students must possess a valid Virginia learner's permit, which may be obtained from the nearest Division of Motor Vehicles office when the student reaches the age of 15 years and 6 months.

#### D. Registration

The Office of Adult and Community Education shall make registration information and applications available to eligible students through base schools. Upon completion of the application, students will take payment and required documentation to one of the adult education registration centers. Registration for eligible applicants shall be processed on a first-come, first-served basis.

#### E. Cancellation of Classes

Driver training instructors shall notify the driver education specialist if it becomes necessary to cancel classes or revise schedules for any reason.

#### F. Recording Procedure

1. Students successfully completing behind-the-wheel training shall be issued a provisional driver's license, which is valid for 90 days (PDL-90). The PDL-90 certificate is mailed to the Division of Motor Vehicles (DMV) by the program specialist for behind-the-wheel instruction. The DMV will then forward the student's permanent license to the juvenile and domestic court in the county in which he or she resides. The student will receive notice telling him or her when to appear in court for the licensing ceremony.

2. Classroom driver education instructors shall issue a Department of Education certificate of completion, a DEC-1 card, to all students who successfully complete the course with Fairfax County Public Schools.

**G. Lost Certificates**

The driver education specialist shall replace a lost PDL-90 certificate upon verifying the following information:

1. Name of student.
2. Date of birth.
3. Driver's license number.
4. Completion dates and class locations of classroom driver education and behind the wheel.

**IV. COMPENSATION OF INSTRUCTOR**

**A. Rate of Pay**

The instructor's rate of pay shall be established annually by the Office of Adult and Community Education in accordance with budget provisions approved by the School Board. Information regarding the current rate may be obtained from the driver education specialist.

**B. Time and Attendance Reporting**

All hourly instructors will be paid monthly using the supplemental pay method based on a signed agreement to teach.