

COOPERATIVE EDUCATIONAL SERVICE AGENCY 2
Whitewater, Wisconsin
DRIVER EDUCATION PROGRAM AGREEMENT

CESA 2 proposes to offer a DPI approved Driver Education program for the interested students of the participating school district in accordance with the terms and conditions listed below.

The Driver Education program is being provided and taught by CESA 2.

All participating school districts students that comply with the participating school districts policies will be able to participate in the CESA 2 Driver Education Program covered by this proposal.

CESA 2 Responsibilities

1. Provide a Driver Education program {including a choice of "classroom" as defined by online (asynchronous), virtual (synchronous) or the traditional (face to face) classroom course and a behind-the-wheel course} in compliance with all Department of Public Instruction PI-21 and all statutory requirements.
2. Recruit and employ DPI certified instructors for all classroom and behind-the-wheel instruction. CESA 2 will select DPI certified driver education instructors.
3. Complete, if requested by the participating school district, a DPI Form PI-1709, "Driver Education Program Approval", for the Participating school district High School, obtain appropriate signatures, and submit the PI-1709 to DPI prior to May 15 for the summer of that year and August 15 of that year for the school year, where applicable. All CESA 2 school locations are now listed under CESA 2 and are no longer listed separately in the DPI Form PI-1709.
4. Provide suitable vehicles for the behind-the-wheel phase of the driver education program. Driver education vehicles will have appropriate insurance in compliance with State of Wisconsin laws.
5. Be responsible to purchase current textbooks and multimedia materials that enhance, stimulate and correspond to the course curriculum. This pertains to face to face sessions. For the online and virtual classroom options, the parent/guardian needs to purchase the textbook.
6. When requested, provide an accurate list of students who have registered for the school year driver education classroom instruction for classroom or behind the wheel instruction.
7. Will develop a registration form for the school year.
8. Handle the registration of Participating school district High School students.

9. Establish a fee structure.
10. Make every reasonable effort to accommodate students with special needs.
11. Handle all collection of Driver Education fees; registration, missed behind-the-wheel sessions, lost textbooks, duplicate temporary license applications, and certified true completion certificates.
12. If CESA 2 is unable to find a qualified instructor to serve in the district, CESA 2 reserves the right to discontinue the Driver Education program.

Participating School District Responsibilities

1. Provide appropriate classroom space for the traditional classroom instruction phase of the program. Classrooms will be cleaned and maintained by the district and will be provided with necessary audio-visual equipment, a multimedia projector, laptop/desktop computer in the classroom, and internet access for the DE instructor and wifi for students, if necessary. The driver education instructor will be provided a key to the school and classroom for accessibility if access isn't provided through a different means.
2. Provide administrative support to the driver education instructor, including disciplinary support, access to a copy machine, fax machine and other clerical support equipment.
3. Assist CESA 2 in advising parents that they will be responsible for their student's transportation to and from the school for purposes of driver education instruction.
4. Provide directory information from the high school student rosters, as approved by parent or guardian and consistent with the requirements of §118.125, Stats. and the Family Educational Rights and Privacy Act, 20 U.S.C. §1232g, to the CESA 2 Driver Education Program at no cost for the purposes of driver education program registration.
5. Assist CESA 2 in the distribution of CESA 2 Driver Education promotional materials.
6. Provide an area for the safe storage of the CESA 2 Driver Education vehicle during those times when the CESA 2 instructors are not using the vehicle, if needed.

Contract Fees and Other Conditions

1. If your district would like to choose to purchase a few copies of the textbook for CESA 2 DE enrolled students to check out from your district's high school library, please reach out to the director of Driver Education at christine.bergan@cesa2.org. She will put you in contact with the publisher (AAA National) who may offer discounted pricing for being affiliated with our DE program.
2. It is agreed between CESA 2 and the Participating School District that CESA 2 will set a driver education fee structure. It is also agreed that CESA 2 will handle collection of all

