

CENTRAL WASHINGTON UNIVERSITY INDUSTRIAL AND ENGINEERING TECHNOLOGY TRAFFIC SAFETY EDUCATION

**COURSE TITLE: SED 484 TRFFIC SAFETY EDUCATION ORGANIZATION
AND ADMINISTRATION, 3 credits.**

FACULTY MEMBER INFORMATION:

Instructor: Syd W. Muzzy
Office Hours: By appointment
Office Phone: (360) 699-5473
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COURSE DESCRIPTION: An introduction and overview to the duties and responsibilities for organizing and conducting an approved Traffic Safety Education course in a public or commercial school that is in compliance with all of the OSPI, DOL rules, RCW's and WAC's.

COURSE RATIONALE: The course, Traffic Safety Organization and Administration, is designed to develop an understanding, interpreting, and administering an effective Traffic Safety Education program for the teenage driver, that is in compliance with all of the OSPI, DOL rules, RCW's and WAC's.

TEXTBOOK AND OTHER REQUIRED MATERIALS FOR THE COURSE:

Instructor Prepared Handouts

SPECIFIC LEARNER AND EXPRESSIVE OUTCOMES AND ASSESSMENT STRATEGIES:

LEARNER OUTCOMES:

- Describe the federal, national, and state recommendations and requirements.
- Determine methods for organizing and selecting curriculum.
- Determine instructional methods, media, and materials.
- Determine effective methods for financial resource management.
- Describe methods and requirements for teacher and instructor selection and placement.
- Describe requirements and considerations in facility, equipment and student management and student scheduling.
- Determine requirements of record management.
- Discuss methods for building and maintaining a positive public image.
- Determine requirements and methods for meeting the needs of all students including those with special needs.
- Determine methods for student, program and staff evaluation.
- Develop strategies for maintaining professional competencies.
- Determine the effectiveness of traffic safety education and current issues and trends.
- Explore the use of Computer Technology to Enhance the development of curriculum materials and Maintain the Program Approval Process through the internet for the Office of the Superintendent of Public Instruction of the State of Washington

ASSESSMENT STRATEGIES:

- The student will develop appropriate values and attitudes while participating positively in small group, cooperative learning activities.

COURSE TOPICS:

- Organization of a Traffic Safety Education Program
- Traffic Safety Education Curriculum Management
- Budget Management
- Selection and Placement of Teachers and Instructors
- Student, Facilities, and Equipment Management
- Record Management
- Improving Public Awareness
- Special Program Management
- Assessment Management
- Maintaining Professional Competencies
- Research

INSTRUCTIONAL METHODS AND ACTIVITIES:

The primary student learning activity will be cooperative learning, instructor presentation, group discussion, and small group simulations-role playing activities related to traffic safety education and management. Secondary instructional strategies would be lecture, demonstrations, and the use of videos. Computer technology using the software "Power Point" will be utilized.

GRADING:

"A" = 100 % on total attendance and participation in small group and cooperative learning activities.

COURSE SCHEDULE:

Class Schedule:

Technology LAB

June 24, 2006, 8:00 am to 5 (1 hour lunch break)	8 Hours.
June 25, 2006, 8:00 am to 12:00 pm.	<u>4 Hours</u>

Organization and Administration:

July 5-6,	5:30 pm to 8:30 pm	6 Hours
July 7,	8:00 am to 12:00 pm	4 Hours
July 19-20	5:30 pm to 8:30 pm	6 Hours
July 21	8:00 am to 10:00 am	2 Hours

Total Hours. 30 Hours

BIBIOGRAPHY (REFERENCES):

Instructor Prepared Handout
Washington Administrative Code WAC
Revised Code of Washington, REC
Traffic Safety Education Administrative Manual

12.ADA STATEMENT:

Students who have special needs or disabilities that may affect their ability to access information and or material presented in this course are encouraged to contact David Kinnunen or Robert Harden, ADA Compliance Office, Director, ADA Affairs and Student Assistance on campus at 963-2171 for additional disability related educational accommodations.