

Roadmaster Drivers School of Orlando, Inc.

6000 Cinderlane Parkway

Orlando, FL 32810

PHONE (407) 532-3619 • FAX (407) 532-3597

CATALOG ADDENDUM 2017/2018 • Volume 14 • Florida Edition

Staff and Instructors

<u>Name</u>	<u>Title</u>	<u>Experience</u>	<u>Credentials</u>
Edith Nieves	School Manager	8 years admissions; 4 years admin	VA Certifying Official
Lisa Baker	Office Administrator		VA Certifying Official
Emily Baker	Receptionist	4+ years customer service	
Erica Negron	Placement Assistant	2+ years admin/customer service	
Angela Grose	Admissions Representative	5 years admissions	
Gladys Cortes	Admissions Representative	5 years admissions	
Angelo Correa	Admissions Representative	28 years admissions	
Claudia Xavier	Admissions Representative	8+ years admissions	
Christopher Cooper	Admissions Representative	7 years sales	
Richard Breeze*	Lead CDL Examiner	6 years driving/instructor	CDL-A; FL Instructor #121602
Carlton Forde	CDL Examiner	35 years driving/instructor	CDL-A; FL Instructor #121605
Marc Fleishman	CDL Examiner	30 years driving	CDL-A; FL Instructor #122364
Ralph Taylor*	CDL Examiner	7+ years driving	CDL-A; FL Instructor #121963
Peter Zimmerman	Lead Instructor	4 years driving	CDL-A; FL Instructor #122251
Daniel Panlaque*	Lead Instructor	6 years driving	CDL-A; FL Instructor #121290
Efrain Abril*	Instructor	20 years driving/instructor	CDL-A; FL Instructor #121851
William Barry	Instructor	14 years driving	CDL-A; FL Instructor #122046
Wade Kolessar*	Instructor	12 years driving	CDL-A; FL Instructor #122048
James Riley	Instructor	10 years driving	CDL-A; FL Instructor #122369
Richard Trapp	Instructor	11 years driving	CDL-A; FL Instructor #122448
Wayne Cortner	Instructor	10 years driving	CDL-A; FL Instructor #122444
Nancy Owen	Instructor	14 years driving	CDL-A; FL Instructor #122447
Stephen Bessey	Instructor	6 years driving	CDL-A; FL Instructor #122443
Robert Bliss*	Instructor	30 years driving	CDL-A; FL Instructor #122045
Ronald Kinsky	Instructor	4 years driving	CDL-A; FL Instructor #122445
Walton Robotham	Instructor	3 years driving	CDL-A
Stephen Rutledge	Instructor	20 years driving	CDL-A
Stacie Smrzlick	Instructor	5 years driving	CDL-A
Richard Lewis	Mechanic		Agriculture Mechanic Certificate
Miguel Osorio	Grounds Maintenance		

Tuition Cost and Fees: **\$6,995**

Includes: \$150 Registration Fee, Books, Supplies, Career Guidance, Placement Assistance



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Policies and Procedures

The statement below replaces bullet #7 of the Admissions Requirements on page 7 of the 2017/2018 Catalog - Volume 14 - Florida Edition, effective immediately.

- Students must be able to sufficiently read and speak the English language to converse with the general public, to understand highway traffic signs and signals in the English language, to respond to official inquiries, and to make entries on reports and records in accordance with FMCSA regulations.

The statement below replaces bullet #3 of the Graduation Requirements on page 11 of the 2017/2018 Catalog - Volume 14 - Florida Edition, effective immediately.

- Students must pass the CDL Skills Examination within four (4) total attempts either at Roadmaster Drivers School or State Testing Facility within 240 total clock hours of training and meet all other requirements in the School Catalog to be considered a graduate and receive a Diploma.

The policy below replaces the published Attendance Policy on page 12 of the 2017/2018 Catalog - Volume 14 - Florida Edition, effective March 26, 2018.

- Attendance at each scheduled class is required and is recorded in the official records of the School.
- Students are required to report to class on time ready to commence training.
- Any absence may be cause for the interruption and/or delay of a student's training.
- Unexcused absences from training will be treated as follows:
 - 1st unexcused absence – grounds for immediate dismissal of the student from the School, in the discretion of the School Director.
 - 2nd unexcused absence – immediate dismissal of the student from the School.
- Students are required to notify the School Director or Director of Training when they know they will be absent or tardy.
- Absences may be considered excused, in the sole discretion of the School Director, upon presentation of satisfactory documentation showing the necessity of the absence (*examples – doctor's note, obituary notice or death certificate, legal subpoena*).
- All missed classes must be made up prior to graduation.
- It is the responsibility of the student to schedule make-up time with the Director of Training.
- Make-up time will be provided as available based upon training time and personnel availability at the School.

The policy below replaces the published Dismissal Policy on page 12 of the 2017/2018 Catalog - Volume 14 - Florida Edition, effective March 26, 2018.

Students may be dismissed from School for the following:

- Failure to maintain satisfactory academic progress (SAP).
- Violation of the Attendance Policy.
- Repeated tardiness, defined as being late for training 3 or more times during the Program.
- Failure to adhere to, or violation of the Student Conduct Policy or violation of any other established policy or procedure of the School, which includes engaging in any unsafe act during training at any time.
- Failure to comply with all course requirements.
- Failure to respond to a School inquiry or request.

