



Pupil Transportation ▶ Transportation Director Log

Start	Minutes	Location	Topic	Short Description	Vehicle
Start : 2/1/2013 (5)					
2/1/2013 4:45 AM	60	Bus Gar	Phone - Others, Phone - Staff, Road Check: Weather	checked road and weather conditions, spoke w/ Sue -notified drivers school on a 2hr delay	
2/1/2013 6:30 AM	60	Bus Gar	Phone - Others, Phone - Staff, Road Check: Weather	checked road and weather conditions, spoke w/ Sue -notified drivers school is now closed	
2/1/2013 7:30 AM	270	Bus Gar	Other (Provide Description)	plowed snow @ VES, salted parking lot @ SBO, changed out fuel sheets @ BCHS and salted lots @ VES	
2/1/2013 12:00 PM	30	Bus Gar	Lunch	took lunch break	
2/1/2013 12:30 PM	120	Bus Gar	Athletic Schedules, Logs, Meeting - Staff, Other (Provide Description)	spoke w/ Will game canceled w/ no make up, notified driver, met w/ Mark worked on frozen lock @ BCHS, changed out fuel sheets @ VES, finished logs for today worked 8hrs.	
Start : 2/4/2013 (4)					
2/4/2013 7:00 AM	210	Bus Gar	Other (Provide Description), Road Check: Weather	checked road conditions, worked on parking lots @ VES and High School hill -plowing and salting	
2/4/2013 10:30 AM	120	Bus Gar	Email, Reports	checked email and filed reports	
2/4/2013 12:30 PM	30	Bus Gar	Lunch	took lunch break	
2/4/2013 1:00 PM	120	Bus Gar	Logs, Vehicle Cleaning, Vehicle Inspection	helped Daniel inspect bus 4, cleaned before going out on a trip, finished logs for today, worked 8hrs.	
Start : 2/5/2013 (6)					
2/5/2013 4:45 AM	45	Bus Gar	Road Check: Weather	checked roads and weather conditions, spoke to Sue -school on time	
2/5/2013 7:30 AM	150	Bus Gar	Email, Fuel Reports, Other (Provide Description), Reports	monitor bus radio, checked email, worked on drivers reports to turn in, stuck tanks @ BCHS and VES and began working on fuel reports	
2/5/2013 10:00 AM	150	Bus Gar	Vehicle Fluid Top Off, Vehicle Inspection	helped Daniel inspect bus 2	
2/5/2013 12:30 PM	30	Bus Gar	Lunch	took lunch break	
2/5/2013 1:00 PM	60	Bus Gar	Phone - Others, Phone - Staff	spoke w/ Sonny about icy conditions @ the end of Pig Run Rd. and notified Tim at VDOT	
2/5/2013 2:00 PM	90	Bus Gar	Logs, Phone - Staff	spoke w/ Amy about a bus stop in Hot Springs, called Tim at VDOT to set up a appointment to see if we can put out signs, finished logs for today, worked 8.75 hrs	
Start : 2/6/2013 (2)					
2/6/2013 6:00 AM	360	Bus Gar	Email, Fuel Reports, Other (Provide Description), Phone - Others, Phone - Staff, Road Check: Weather, Vehicle Inspection	checked weather -school on time, finished fuel reports for BCHS and VES, monitor bus radio, made calls about credit invoices, called BCHS to get new student info to drivers, put away stock order, helped Daniel inspect bus 5	

2/6/2013 12:00 PM 150 Bus Gar Athletic Schedules, Logs, Vehicle Inspection helped Daniel inspect bus 6, spoke w/ Steve about departure time for this afternoon, finished logs for today, worked 8.5 hrs and No Lunch Break

Start : 2/7/2013 (4)

2/7/2013 7:30 AM 90 Bus Gar Email, Other (Provide Description), Shop Cleaning monitor bus radio, checked email and cleaned restroom

2/7/2013 9:00 AM 180 Bus Gar Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair helped Daniel inspect bus 7 Bus 07

2/7/2013 12:00 PM 30 Bus Gar Lunch took lunch

2/7/2013 12:30 PM 180 Bus Gar Email, Logs, Other (Provide Description), Parts Ordering, Payroll Report, Vehicle Fluid Top Off, Vehicle Inspection helped Daniel inspect bus 8, ordered parts, checked email, checked over payroll report and made some changes, finished logs for today, worked 8hrs.

Start : 2/8/2013 (6)

2/8/2013 4:45 AM 45 Bus Gar Road Check: Weather made calls checked weather and road conditions spoke w/ Sue

2/8/2013 5:45 AM 195 Bus Gar Email, Other (Provide Description), Road Check: Weather drove around checked roads, salted parking lots @ VES and SBO, plowed BCHS parking lot, (school on time), checked email and monitored bus radio

2/8/2013 9:00 AM 120 Bus Gar Other (Provide Description), Phone - Staff, Vehicle Diagnostics, Vehicle Inspection made a work list for Daniel, spoke w/ Sue about scheduling bus training, spoke w/ Sonny about route and worked on a few concerns that he had, checked S-10 for a coolant leak

2/8/2013 11:00 AM 90 Bus Gar Vehicle Inspection helped Daniel inspect bus 10 and find leak in the turbo, spoke to Keith about GBB and notified driver

2/8/2013 12:30 PM 30 Bus Gar Lunch took lunch break

2/8/2013 1:00 PM 60 Bus Gar Email, Logs, Parts Ordering checked and answered Sue's email, ordered parts and finished logs for today, worked 9hrs.

Start : 2/11/2013 (6)

2/11/2013 7:30 AM 60 Bus Gar Email, Other (Provide Description) monitor bus radio and check email

2/11/2013 8:30 AM 90 Bus Gar Meeting - Staff, Other (Provide Description), Vehicle Inspection spoke w/ driver about bus problems, began the inspection on bus 11 and notified Daniel of problems driver is having w/ bus 11 as well

2/11/2013 10:00 AM 120 Bus Gar Meeting - Staff, Other (Provide Description) met w/ LaWanda about her training schedule and worked on an agenda to send to Sue for approval before sending out.

2/11/2013 12:00 PM 60 Bus Gar Meeting - Staff met w/ Daniel went over problem and repairs to bus 11

2/11/2013 1:00 PM 60 Bus Gar Email, Other (Provide Description), Phone - Others, Phone - Staff spoke w/ Sue about a bus turnaround getting damaged by cars and bus, spoke to land owner and set up appointment for tomorrow to look at all damage to the parking lot

2/11/2013 2:00 PM 90 Bus Gar Email, Logs, Meeting - Others met w/ Tim about school bus signs, emailed Sue a copy of the training agenda, finished logs for today, took lunch, worked 8hrs.

Start : 2/12/2013 (6)

2/12/2013 7:30 AM	120	Bus Gar	Email, Other (Provide Description), Phone - Staff	monitor bus radio, checked email and spoke w/ Sonny about his route and David about activity run
2/12/2013 9:30 AM	60	Bus Gar	Vehicle Inspection	helped Daniel inspect bus 12
2/12/2013 10:30 AM	120	Bus Gar	Meeting - Others, Travel	went to Millboro to meet with the land owner about road damage at a school bus turnaround, spoke w/ Tim @ VDOT will be taking a look and repairing damage
2/12/2013 12:30 PM	60	Bus Gar	Vehicle Repair	replaced broken trash can on bus 12, helped Daniel replace driver seat track on bus 8
2/12/2013 1:30 PM	60	Bus Gar	Email, Other (Provide Description), Vehicle Repair	emailed Sue about turnaround, took bus camera parts to BCHS and installed on bus 3, took camera reader to Les at VES
2/12/2013 2:30 PM	60	Bus Gar	Logs, Lunch	finished logs for today, took lunch break, worked 8hrs.

Start : 2/13/2013 (8)

2/13/2013 4:45 AM	15	Bus Gar	Road Check: Weather	checked weather conditions -school on time	
2/13/2013 7:30 AM	60	Bus Gar	Email, Other (Provide Description)	monitor bus radio and checked email	
2/13/2013 8:30 AM	90	Bus Gar	Phone - Staff, Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection	Daniel called in sick, inspected bus 15	Bus 15
2/13/2013 10:00 AM	120	Bus Gar	Phone - Others, Phone - Staff, Road Check: Weather	monitored weather conditions, spoke w/ sheriff's office told them to let us know of any reports they may receive, spoke w/ Sue -school still on regular schedule	
2/13/2013 12:00 PM	30	Bus Gar	Meeting - Staff, Road Check: Weather	met w/ Paul, looked at weather reports and talked about temp and road conditions	
2/13/2013 12:30 PM	30	Bus Gar	Lunch	took lunch break	
2/13/2013 1:00 PM	120	Bus Gar	Phone - Staff, Road Check: Weather, Vehicle Diagnostics	brought bus 15 back in checked over again for knocking sound -still can not duplicate, checked weather, spoke with Paul -all activities are still on reg. schedule	
2/13/2013 3:00 PM	105	Bus Gar	Email, Logs, Other (Provide Description)	finished logs for today, checked email, monitor bus radio and weather conditions, worked 9.5hrs	

Start : 2/14/2013 (7)

2/14/2013 4:45 AM	30	Bus Gar	Road Check: Weather	checked on road and weather conditions - spoke w/ Sue and school is on time	
2/14/2013 7:30 AM	90	Bus Gar	Email, Other (Provide Description)	monitored bus radio and checked email	
2/14/2013 9:00 AM	60	Bus Gar	Email, Phone - Others	called Cummins about a invoice and explained my concerns with the bill, David at Cummins said they would take care of it, emailed Sue and Justin the info on that bill	
2/14/2013 10:00 AM	150	Bus Gar	Vehicle Diagnostics, Vehicle Repair	helped Daniel work on bus 10 rear heater	Bus 10
2/14/2013 12:30 PM	30	Bus Gar	Lunch	took lunch break	
2/14/2013 1:00 PM	60	Bus Gar	Shop Cleaning, Vehicle Diagnostics, Vehicle Repair	cleaned shop, worked on bus 5 -brake light out	Bus 05
2/14/2013 2:00 PM	90	Bus Gar	Email, Logs, Meeting - Others	met w/ ECCI rep., checked email, finished logs for today, worked 8.5hrs	

Start : 2/15/2013 (5)

2/15/2013 7:30 AM	180	Bus Gar	Email, Other (Provide Description), Vehicle Fluid Top Off, Vehicle Inspection	monitor bus radio, checked email, helped Daniel inspect bus 17 and top off fluids	
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2/15/2013 10:30 AM	120	Bus Gar	Fuel Reports, Route Review	finished fuel report for MES, got a call about a bus stop on Va Hill, took a look at it and notified the driver of changes to the stop	
2/15/2013 12:30 PM	30	Bus Gar	Lunch	took lunch break	
2/15/2013 1:00 PM	120	Bus Gar	Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	helped Daniel inspect bus 13 and 14 and topped off fluids	Bus 14
2/15/2013 3:00 PM	60	Bus Gar	Meeting - Others	met w/ Billy from Whittings about possibly changing our fuel pumps to digital meters, worked 8.5hrs	
Start : 2/18/2013 (3)					
2/18/2013 7:30 AM	150	Bus Gar	Email, Other (Provide Description), Travel	No School -pupil holiday, checked email, drop off plow, call from SBO ice on steps and breaker had tripped, went to SBO took care of those things and checked pumps at BCHS -frozen	
2/18/2013 10:00 AM	270	Bus Gar	Other (Provide Description), Travel	took Daniel to Va Truck, took cores back for credit and picked up 2 drums of DEF fluid	
2/18/2013 2:30 PM	60	Bus Gar	Logs, Other (Provide Description)	unloaded and set up both drums of DEF fluid, finished logs from Friday and today, worked 8hrs.	
Start : 2/19/2013 (4)					
2/19/2013 4:30 AM	15	Bus Gar	Road Check: Weather	checked weather -seems ok, still calling for winter mix	
2/19/2013 5:00 AM	60	Bus Gar	Road Check: Weather	checked roads and weather conditions, school 2hrs late -snow/ sleet	
2/19/2013 7:00 AM	30	Bus Gar	Other (Provide Description), Phone - Staff	started plowing @ VES -spoke to Sue and notified drivers school is now closed	
2/19/2013 7:30 AM	360	Bus Gar	Logs, Other (Provide Description), Phone - Others	plowed VES, SBO, BCHS and cleaned walks @ SBO, spoke to parent about fixing bus turnaround, finished logs for today, worked 8hrs.	
Start : 2/20/2013 (5)					
2/20/2013 4:45 AM	15	Bus Gar	Road Check: Weather	checked roads and weather conditions - school on regular schedule	
2/20/2013 7:30 AM	120	Bus Gar	Email, Other (Provide Description), Purchase Orders	monitored bus radio, checked email and worked on po's	
2/20/2013 9:30 AM	180	Bus Gar	Athletic Schedules, Parts Ordering, Phone - Staff, Travel, Vehicle Diagnostics	found drivers to take basketball trips today and maybe Friday, looked at white GMC and ordered parts, finished po's and dropped off at SBO	
2/20/2013 12:30 PM	30	Bus Gar	Lunch	took lunch break	
2/20/2013 1:00 PM	150	Bus Gar	Logs, Shop Cleaning	clean shop, took off plow and spreader, finished logs for today, worked 8.25hrs	
Start : 2/21/2013 (4)					
2/21/2013 7:30 AM	90	Bus Gar	Email, Other (Provide Description)	monitor bus radio, checked email and made a list of things to do	
2/21/2013 9:00 AM	90	Bus Gar	Phone - Staff, Vehicle Fluid Top Off, Vehicle Inspection	helped Daniel inspect bus 16, spoke to driver about stops and activity runs	
2/21/2013 10:30 AM	240	Bus Gar	Meeting - Others, Travel	went to Millboro to check bus routes for the pre-school change and met w/ Mrs. Grimm while in that area	

2/21/2013 2:30 PM	60	Bus Gar	Email, Logs, Lunch	went over my findings and emailed Jane about the changes to bus route when students go back to MES, finished logs for today, took lunch, worked 8hrs	
Start : 2/22/2013 (2)					
2/22/2013 4:45 AM	60	Bus Gar	Road Check: Weather	checked roads, weather conditions and forecast, spoke with Sue -school closed	
2/22/2013 7:45 AM	435	Bus Gar	Other (Provide Description)	used overtime that I have from checking roads and weather for the rest of the day - 8hrs	
Start : 2/25/2013 (5)					
2/25/2013 7:30 AM	60	Bus Gar	Email, Other (Provide Description)	monitored bus radio and checked email	
2/25/2013 8:30 AM	90	Bus Gar	Other (Provide Description), Phone - Staff	worked on the preschool list and routes, called Donna @ MES went over the new bus schedule beginning March 11 and spoke to a couple of drivers	
2/25/2013 10:00 AM	150	Bus Gar	Vehicle Repair	helped Daniel work on white GMC	07-Truck-GMC White-MAINT
2/25/2013 12:30 PM	30	Bus Gar	Lunch	took lunch break	
2/25/2013 1:00 PM	150	Bus Gar	Logs, Vehicle Fluid Top Off, Vehicle Repair	helped Daniel finish white GMC, finished logs for today, worked 8hrs	07-Truck-GMC White-MAINT
Start : 2/26/2013 (3)					
2/26/2013 4:45 AM	60	Bus Gar	Phone - Staff, Road Check: Weather	checked weather conditions and forecast - spoke w/ Sue and notified drivers of a 2hr delay NEW	
2/26/2013 6:45 AM	60	Bus Gar	Phone - Staff, Road Check: Weather	checked roads and weather reports, spoke w/ Sue -notified drivers school closed NEW	
2/26/2013 7:45 AM	300	Bus Gar	Email, Lunch, Meeting - Staff, Other (Provide Description), Shop Cleaning, Vehicle Pick Up/Delivery	checked email, met w/ David -picked up GMC from MES, filed reports, went over bus route changes w/ preschool going back to MES, cleaned tools, took lunch break, worked 8hrs NEW	00-Car-Ford Taurus Green-SAB
Start : 2/27/2013 (6)					
2/27/2013 4:45 AM	60	Bus Gar	Road Check: Weather	checked roads and weather reports, spoke w/ Sue -school on regular schedule NEW	
2/27/2013 7:30 AM	90	Bus Gar	Email, Other (Provide Description)	monitor radio, checked email, sent Will a email asking for a spring travel schedule NEW	
2/27/2013 9:00 AM	60	Bus Gar	Shop Cleaning	Daniel and I gathered up all the old tires and hauled off to be recycled NEW	
2/27/2013 10:00 AM	120	Bus Gar	Email, Other (Provide Description)	emailed Selena to get an updated driver approved list w/ phone numbers, worked on finding a driver to do the Covington route for the rest of the year NEW	
2/27/2013 12:00 PM	30	Bus Gar	Lunch	took lunch break NEW	
2/27/2013 12:30 PM	150	Bus Gar	Email, Logs, Shop Cleaning	cleaned shop, took out trash, checked email, finished logs for today, worked 8.5hrs NEW	

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