



Pupil Transportation ▶ Transportation Director Log

<input type="checkbox"/> Start	Minutes	Location	Topic	Short Description	Vehicle
Start : 3/27/2013 (3)					
3/27/2013 9:00 AM	180	Bus Gar	Parts Ordering, Travel, Vehicle Diagnostics	went to DMV to pick up new CDL books, helped Daniel work on Mercury and order parts	
3/27/2013 12:00 PM	150	Bus Gar	Meeting - Staff	met w/ Billy Grimm went over test for CDL learners	
3/27/2013 2:30 PM	60	Bus Gar	Lunch, Meeting - Staff	met w/ Daniel to see what all had been done, took lunch, worked 8hrs	
Start : 3/28/2013 (1)					
3/28/2013 6:30 AM	480	Bus Gar	Athletic Schedules, Email, Meeting - Staff, Phone - Others, Shop Cleaning	early release -worked 6:30-2:30, monitor bus radio, checked email, met w/ some drivers, worked on updates to travel schedule, cleaned shop, worked 8hrs	
Start : 3/29/2013 (1)					
3/29/2013 7:30 AM	480	Bus Gar	Other (Provide Description)	Good Friday -Holiday	
Start : 4/1/2013 (1)					
4/1/2013 7:30 AM	480	Bus Gar	Leave - Administrative	worked -plowed snow on 3/25 - took 4/1 off in place of that day -per Sue	
Start : 4/2/2013 (1)					
4/2/2013 7:30 AM	480	Bus Gar	Leave - Personal	spring break -no school	
Start : 4/3/2013 (3)					
4/3/2013 7:30 AM	300	Bus Gar	Athletic Schedules, Email, Fuel Reports, Fuel Tank Measurement, Other (Provide Description), Travel	monitored bus radio, checked email, stuck tanks @ BCHS and VES and worked on fuel reports, worked on travel schedule had a trip added for today, found driver and notified Will	
4/3/2013 12:30 PM	30	Bus Gar	Lunch	took lunch break	
4/3/2013 1:00 PM	150	Bus Gar	Email, Fuel Reports, Reports, Travel	went to BCHS to get driver reports to finish fuel report, finished fuel reports, ordered fuel, emailed Sharon copies of travel schedule, went over updated list of driver and subs, worked on logs from last week and this week, worked 8hrs	
Start : 4/4/2013 (7)					
4/4/2013 7:30 AM	90	Bus Gar	Email, Meeting - Staff, Other (Provide Description)	monitor bus radio, checked email, spoke to drivers about a out on bus 6 and a tree limb on bus route needing to be removed	
4/4/2013 9:00 AM	150	Bus Gar	Meeting - Staff, Other (Provide Description), Travel	met w/ Daniel about work to be done, went to BCHS met Mark got tools to remove tree limb, went to Little Valley and took care of limb	
4/4/2013 11:30 AM	60	Bus Gar	Other (Provide Description), Phone - Staff	spoke to Billy, went to hospital to get a form for Billy's Doc. to fill out for cdl	
4/4/2013 12:30 PM	30	Bus Gar	Other (Provide Description), Phone - Staff	spoke w/ Daniel about Taurus, sent him to Cov for parts and called Jeff about freon	

4/4/2013 1:00 PM	30	Bus Gar	Lunch	took lunch break
4/4/2013 1:30 PM	60	Bus Gar	Other (Provide Description)	filed saw for BCHS, spoke to Paul about computer
4/4/2013 2:30 PM	60	Bus Gar	Logs, Meeting - Others, Vehicle Diagnostics, Vehicle Repair	worked on bus 6 light -repaired -needs a new assy., spoke w/ delivery driver from Whitings-tank will not take fuel that was ordered- will come back and recheck, finished logs for today, worked 8hrs.

Start : 4/5/2013 (6)

4/5/2013 4:30 AM	120	Bus Gar	Other (Provide Description), Phone - Staff, Road Check: Weather	checked roads and weather conditions, made calls, spoke w/ Sue and notified drivers school 2hrs late
4/5/2013 7:30 AM	150	Bus Gar	Email, Other (Provide Description), Vehicle Cleaning	checked email, checked on trip going out today, cleaned silver Taurus, took to Jeff for freon, cleaned blue GMC
4/5/2013 10:00 AM	120	Bus Gar	Other (Provide Description), Travel	sharpened blade on saw for BCHS, met w/ Mark to return, checked Taurus over again before taking to Jeff, dropped off Taurus and picked up Impala from SBO
4/5/2013 12:00 PM	30	Bus Gar	Lunch	took lunch break
4/5/2013 12:30 PM	120	Bus Gar	Travel, Vehicle Diagnostics, Vehicle Inspection, Vehicle Pick Up/Delivery, Vehicle Repair	checked over Impala, replaced clearance light assy. on bus 6, picked up Taurus and took it along w/ Impala back to SBO
4/5/2013 2:30 PM	60	Bus Gar	Logs, Other (Provide Description)	spoke w/ drivers, finished logs for today, emailed Sharon about the work completed on cars, worked 10hrs

Start : 4/8/2013 (2)

4/8/2013 7:30 AM	90	Bus Gar	Email, Other (Provide Description)	monitor bus radio, made a work list for Daniel, checked email and got training supplies together to take to MES
4/8/2013 9:00 AM	390	Bus Gar	Other (Provide Description), Travel	trained w/ Larry -pre-trip and drive, finish logs, worked 8hrs.

Start : 4/9/2013 (3)

4/9/2013 7:30 AM	60	Bus Gar	Email, Other (Provide Description)	monitor, check email, made a work sheet for today and give to Daniel, brought wheels and tires in for Daniel to install
4/9/2013 8:30 AM	450	Bus Gar	Logs, Lunch, Other (Provide Description)	Worked on logs for today, went to MES to train, took 30min lunch break, finish training for today, worked 8hrs.
4/9/2013 4:00 PM	120	Bus Gar	Other (Provide Description)	got a call bus 12 having problems in Millboro, called Daniel to bring a spare, checked over seems ok, worked 10.5hrs.

Start : 4/10/2013 (2)

4/10/2013 7:30 AM	90	Bus Gar	Email, Other (Provide Description), Travel	monitor bus radio, checked email, schedule work for Daniel for today, went to MES to meet Billy for training
4/10/2013 9:00 AM	390	Bus Gar	Logs, Lunch, Other (Provide Description)	train until 12pm, took lunch, finish training for today, worked 8hrs.

Start : 4/11/2013 (4)

4/11/2013 8:00 AM	60	Bus Gar	Email, Meeting - Staff	monitor bus radio, went to SBO spoke to drivers before doing their first aid training
4/11/2013 9:00 AM	120	Bus Gar	Logs, Travel, Vehicle Diagnostics, Vehicle Repair	brought bus 7 over and repaired window latch and weather strip under front door and worked

				on logs for today before going back to SBO for training
4/11/2013 11:00 AM	30	Bus Gar	Lunch	took lunch break
4/11/2013 11:30 AM	270	Bus Gar	Meeting - Staff	went back to SBO to meet w/ Subs and take our first aid class, worked 8hrs
Start : 4/12/2013 (5)				
4/12/2013 7:30 AM	120	Bus Gar	Athletic Schedules, Email, Meeting - Staff, Other (Provide Description), Reports	monitor bus radio, checked email and sports schedule, Daniel out Dr. appt., worked on paper work from this week, spoke w/ David about his bus and what all is involved in becoming a driver trainer
4/12/2013 9:30 AM	150	Bus Gar	Other (Provide Description)	met w/ Larry for training, worked on pre-trip and driving w/o kids
4/12/2013 12:00 PM	30	Bus Gar	Lunch	took lunch break
4/12/2013 12:30 PM	120	Bus Gar	Other (Provide Description)	trained w/ Larry -driving w/o kids
4/12/2013 2:30 PM	90	Bus Gar	Logs, Other (Provide Description), Shop Cleaning	filled out time sheets for both Billy and Larry's training, finished logs for today, Justin will monitor bus radio while I am gone, worked 8.5hrs
Start : 4/15/2013 (7)				
4/15/2013 7:30 AM	60	Bus Gar	Other (Provide Description)	got a call blue Taurus @ BCHS has a flat on left rear, set up other transportation and aired up the tire and took car to the garage to repair
4/15/2013 8:30 AM	90	Bus Gar	Vehicle Diagnostics, Vehicle Repair	found air leak in the tire and plugged, adjust air pressure in all 4 tires and took back to BCHS
4/15/2013 10:00 AM	60	Bus Gar	Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	checked over gold Taurus and replaced wiper blades
4/15/2013 11:00 AM	60	Bus Gar	Email, Meeting - Staff	met w/ Sharon Wells, checked email
4/15/2013 12:00 PM	30	Bus Gar	Lunch	took lunch break
4/15/2013 12:30 PM	90	Bus Gar	Vehicle Fluid Top Off, Vehicle Inspection	helped Daniel inspect bus 11 and top off fluids
4/15/2013 2:00 PM	90	Bus Gar	Logs, Other (Provide Description), Phone - Staff	spoke w/ Sharon about trips, spoke to VES about student transportation, hand out driver pay stubs, finished logs for today, spoke to Billy about training, worked 8hrs
Start : 4/16/2013 (7)				
4/16/2013 7:30 AM	90	Bus Gar	Athletic Schedules, Email, Phone - Staff	monitor bus radio, checked email, went over sports schedule and spoke w/ drivers, made a work list for Daniel (still not doing everything I ask him to do)
4/16/2013 9:00 AM	60	Bus Gar	Phone - Others, Phone - Staff	worked in a invoice from Sonny Merryman that VES still hasn't paid
4/16/2013 10:00 AM	60	Bus Gar	Other (Provide Description)	put on snow plow and used to pull gravel back in parking lots at VES and garage, worked on hydrolic leak before going to BCHS
4/16/2013 11:00 AM	90	Bus Gar	Other (Provide Description)	went to BCHS and helped Mark pull gravel back in parking lot
4/16/2013 12:30 PM	30	Bus Gar	Lunch	took lunch break
4/16/2013 1:00 PM	150	Bus Gar	Meeting - Others, Other (Provide Description)	finished 1/2 of the parking lot at BCHS and went to VES to meet w/ Billy from Whittings to look at putting on a new meter on diesel pump
4/16/2013 5:00 PM	150	Bus Gar	Other (Provide Description)	trained w/ Billy Grimm on activity run w/ and w/o kids, worked 10.5 hrs
Start : 4/17/2013 (5)				

4/17/2013 7:30 AM	90	Bus Gar	Email, Logs, Other (Provide Description)	monitor bus radio, checked email from yesterday, finished logs from yesterday, made Daniel a work list for today
4/17/2013 9:00 AM	90	Bus Gar	Meeting - Others, Vehicle Inspection	helped Daniel inspect bus 16 before meeting w/ Billy from Whiting's to work on diesel meter at VES
4/17/2013 10:30 AM	120	Bus Gar	Other (Provide Description), Travel	took truck to SBO to pull back gravel on upper lot, had to come back and got the trailer and took the tractor from BCHS to use on SBO lot
4/17/2013 12:30 PM	30	Bus Gar	Lunch	took lunch break
4/17/2013 1:00 PM	150	Bus Gar	Other (Provide Description), Travel	finished lot @ SBO, took tractor back to BCHS, dropped trailer @ garage, worked 8hrs

Start : 4/18/2013 (5)

4/18/2013 7:30 AM	90	Bus Gar	Email, Meeting - Staff, Other (Provide Description)	monitor bus radio, checked emails, made a work list for Daniel, met w/ Mark to get tools to work on tree limbs @ SBO
4/18/2013 9:00 AM	150	Bus Gar	Other (Provide Description)	replaced pump on snow plow for next year, test and repaired wires on trailer before using
4/18/2013 11:30 AM	30	Bus Gar	Lunch	took a early lunch
4/18/2013 12:00 PM	210	Bus Gar	Logs, Other (Provide Description), Travel	cut and hauled off tree limbs from SBO, went to MES repaired leaking hose on the diesel pump, took trailer back to garage, finished logs for today, train with Billy on activity run this afternoon
4/18/2013 5:00 PM	150	Bus Gar	Other (Provide Description)	train Billy on activity run, worked 10.5hrs

Start : 4/19/2013 (5)

4/19/2013 7:30 AM	90	Bus Gar	Email, Logs, Other (Provide Description)	monitor bus radio, finished logs from Wed., checked email and made a work list for Daniel for today
4/19/2013 9:00 AM	60	Bus Gar	Meeting - Others	spoke w/ Mark Nelson and LaWanda about leaving gate area open whenever they have afterschool activities going on. Been having problems again getting buses in and out of the garage
4/19/2013 10:00 AM	150	Bus Gar	Other (Provide Description)	cut and hauled off broken tree limbs from around the SBO
4/19/2013 12:30 PM	30	Bus Gar	Lunch	took lunch break
4/19/2013 1:00 PM	150	Bus Gar	Email, Logs, Shop Cleaning, Vehicle Fluid Top Off, Vehicle Inspection	helped Daniel inspect bus 19, cleaned shop, checked email, finished logs for today, worked 8hrs

Start : 4/22/2013 (5)

4/22/2013 7:30 AM	120	Bus Gar	Athletic Schedules, Email, Other (Provide Description)	monitor bus radio, checked email, made a work list for Daniel, worked on revised sports schedule
4/22/2013 9:30 AM	150	Bus Gar	Fuel Reports, Meeting - Staff, Other (Provide Description), Travel	went to SBO to type a letter for Billy to take to DMV, met w/ Justin about budget, came back and worked on MES fuel report from last month
4/22/2013 12:00 PM	30	Bus Gar	Lunch	took lunch break
4/22/2013 12:30 PM	60	Bus Gar	Vehicle Diagnostics	helped Daniel check over bus 4 for a/c leak and called Va Truck to set up appt. to have repaired
4/22/2013 1:30 PM	120	Bus Gar	Logs, Vehicle Fluid Top Off, Vehicle Inspection	helped Daniel inspect bus 22 and top off fluids, finished logs for today, worked 8hrs





Start : 4/23/2013 (7)

4/23/2013 7:30 AM	90	Bus Gar	Email, Meeting - Staff	monitor bus radio, checked email, made Daniel a work list, pull tires from shed
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4/23/2013 9:00 AM	60	Bus Gar	Meeting - Others	Daniel and I met w/ Inspection Trooper about updates	
4/23/2013 10:00 AM	60	Bus Gar	Vehicle Inspection, Vehicle Tire Rotation	checked over blue GMC and installed summer tires	
4/23/2013 11:00 AM	90	Bus Gar	Vehicle Diagnostics	worked on bus 16 -loss of power, adjusted throttle and shift cable, test drove no difference	
4/23/2013 12:30 PM	30	Bus Gar	Lunch	lunch break	
4/23/2013 1:00 PM	60	Bus Gar	Vehicle Fluid Top Off, Vehicle Inspection	helped Daniel inspect bus 23	
4/23/2013 2:00 PM	90	Bus Gar	Email, Logs, Vehicle Cleaning, Vehicle Inspection	cleaned bus 4 and checked over, checked email, finished logs for today, worked 8hrs	
Start : 4/24/2013 (4)					
4/24/2013 7:30 AM	60	Bus Gar	Email, Other (Provide Description)	monitor bus radio, notified drivers of drug test, checked email went SBO for testing	
4/24/2013 8:30 AM	90	Bus Gar	Meeting - Staff, Other (Provide Description), Travel	drug testing at SBO, met Billy went over pre-trip and took bus 4 to DMV to get his lic.	
4/24/2013 10:00 AM	180	Bus Gar	Lunch, Other (Provide Description)	waited at DMV for Billy to preform per-trip, air brake and road test before getting his lic., took lunch break and came back to the garage	
4/24/2013 1:00 PM	150	Bus Gar	Athletic Schedules, Email, Logs, Meeting - Staff, Other (Provide Description)	went over forms and paper work w/ Billy for driving a bus and keeping up with his time, spoke w/ Will and drivers about time changes on sports schedule, checked email, finished logs for today, worked 8hrs	
Start : 4/25/2013 (6)					
4/25/2013 9:00 AM	120	Bus Gar	Email, Parts Ordering, Phone - Staff, Vehicle Diagnostics	switch hrs. w/ Daniel, checked email, worked on bus 19, spoke w/ Sue about MRS giving us a ambulance to use	Bus 19
4/25/2013 11:00 AM	60	Bus Gar	Vehicle Diagnostics	helped Daniel work on 01 Taurus -check engine It came on -seems ok now	
4/25/2013 12:00 PM	30	Bus Gar	Lunch	took lunch break	
4/25/2013 12:30 PM	60	Bus Gar	Meeting - Others	met w/ Cummins parts rep.	
4/25/2013 1:30 PM	120	Bus Gar	Other (Provide Description), Vehicle Diagnostics, Vehicle Inspection	checked over van 20 to see what could be used before putting in auction	
4/25/2013 3:30 PM	90	Bus Gar	Email, Logs, Other (Provide Description)	adjust and repaired gate by gym, checked email, finished logs, worked 8hrs.	
Start : 4/26/2013 (1)					
4/26/2013 7:30 AM	480	Bus Gar	Other (Provide Description)	out sick	
Start : 4/29/2013 (2)					
4/29/2013 7:30 AM	90	Bus Gar	Athletic Schedules, Email, Meeting - Staff, Other (Provide Description)	monitor bus radio, checked email, sports schedule, met w/ Sonny about trip last week and bus damage	
4/29/2013 9:00 AM	390	Bus Gar	Logs, Lunch, Other (Provide Description), Travel	took bus 4 to Va Truck -a/c not working- test and had to order parts -need to drop off next week, took parts and set up appt. at Berglund for blue GMC, took lunch break, picked up parts from Cummins, finished logs for today, worked 8hrs.	
Start : 4/30/2013 (5)					

4/30/2013 7:30 AM	90	Bus Gar	Email, Other (Provide Description)	monitor bus radio, checked email, made a work list for Daniel, emailed Sue w/ a transportation update
4/30/2013 9:00 AM	120	Bus Gar	Other (Provide Description), Vehicle Diagnostics, Vehicle Pick Up/Delivery, Vehicle Repair	went to BCHS picked up bus 8 test and traced broken wire to left rear tail light, repaired and took back
4/30/2013 11:00 AM	120	Bus Gar	Meeting - Others, Vehicle Pick Up/Delivery, Vehicle Repair	met with guy about updating fire extinguisher buses, took bus 19 to garage to mount and balance both front tires
4/30/2013 1:00 PM	30	Bus Gar	Lunch	took lunch break
4/30/2013 1:30 PM	120	Bus Gar	Logs, Meeting - Staff, Other (Provide Description), Vehicle Cleaning	checked over and cleaned outside of bus 4 and installed trash bags and paper towels before sending to MES for 7th grade trip, met w/ drivers and gave out pay stubs, finished logs for today, worked 8hrs

Start : 5/1/2013 (4)

5/1/2013 7:30 AM	120	Bus Gar	Email, Other (Provide Description), Phone - Staff, Vehicle Diagnostics, Vehicle Repair	monitored bus radio, checked email, spoke to Sue about transportation/ Ford 500, spoke w/ drivers -bus 10 missing, made calls, drove looking for bus 10 found brokedown on Rt. 614, ran diag. fixed beside the road 
5/1/2013 9:30 AM	90	Bus Gar	Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Pick Up/Delivery, Vehicle Repair	checked over Ford 500, and dropped off 
5/1/2013 11:00 AM	180	Bus Gar	Meeting - Staff, Other (Provide Description), Travel	went to Millboro, met w/ Billy to deliver papers and go over routes 
5/1/2013 2:00 PM	90	Bus Gar	Meeting - Others, Meeting - Staff, Other (Provide Description)	met with drivers, John from Central Tire and Chance from Snap-on, worked 8.5hrs -No Lunch 

Start : 5/2/2013 (1)

5/2/2013 7:30 AM	90	Bus Gar	Email, Logs, Other (Provide Description)	monitor bus radio, checked email and finished logs from yesterday, made work list for today 
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