



Start	Minutes	Location	Topic	Short Description	Vehicle
Start : 10/31/2013 (5)					
10/31/2013 7:30 AM	120	Bus Gar	Email, Other (Provide Description), Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Repair	monitor bus radio, checked email, made a work list, checked over van 20- topped off fluids and replaced 1 marker light bulbs	
10/31/2013 9:30 AM	120	Bus Gar	Other (Provide Description), Vehicle Fluid Top Off, Vehicle Pick Up/Delivery	picked up and delivered Ford 500 -checked over for winter, topped off fluids, install winter tires	
10/31/2013 11:30 AM	90	Bus Gar	Parts Ordering, Vehicle Diagnostics, Vehicle Repair	worked on Ranger	85-Truck-Ford Ranger-SAB
10/31/2013 1:00 PM	30	Bus Gar	Lunch	took lunch break	
10/31/2013 1:30 PM	120	Bus Gar	Email, Fuel Reports, Fuel Tank Measurement, Logs, Other (Provide Description)	stuck fuel tanks @ VES and BCHS, hand out check stubs, checked email, begin working on fuel reports, finished logs for today, worked 8hrs	
Start : 11/1/2013 (4)					
11/1/2013 7:30 AM	90	Bus Gar	Email, Other (Provide Description), Phone - Staff	monitored bus radio, checked email, made a work list, found a sub to fill in next week, spoke w/ driver to inform there would only be 1 bus tonight	
11/1/2013 9:00 AM	60	Bus Gar	Other (Provide Description), Phone - Staff	called SBO spoke w/ individual about logs and getting the Mercury for service (winter)	
11/1/2013 10:00 AM	240	Bus Gar	Lunch, Vehicle Pick Up/Delivery	took Impala to Lexington for repairs, took lunch break and came back	
11/1/2013 2:00 PM	90	Bus Gar	Email, Logs, Vehicle Fluid Top Off, Vehicle Inspection	helped check over Mercury, checked email and finished logs, worked 8hrs	
Start : 11/4/2013 (1)					
11/4/2013 7:30 AM	480	Bus Gar	Leave - Vacation	VACATION	
Start : 11/5/2013 (1)					
11/5/2013 7:30 AM	480	Bus Gar	Leave - Vacation	VACATION	
Start : 11/6/2013 (1)					
11/6/2013 7:30 AM	480	Bus Gar	Leave - Vacation	VACATION	
Start : 11/7/2013 (1)					
11/7/2013 7:30 AM	480	Bus Gar	Leave - Vacation	VACATION	
Start : 11/8/2013 (1)					
11/8/2013 7:30 AM	480	Bus Gar	Leave - Vacation	VACATION	
Start : 11/11/2013 (5)					
11/11/2013 7:30 AM	150	Bus Gar	Email, Other (Provide Description), Reports	monitor bus radio, checked email from last week, worked on getting paper work caught up from last week	
11/11/2013 10:00 AM	150	Bus Gar	Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection	inspect bus 6 -lubed, topped off fluids, check fog lights	
11/11/2013 12:30 PM	30	Bus Gar	Lunch	took lunch break	
11/11/2013 1:00 PM	120	Bus Gar	Vehicle Repair	mount and balance front tires on bus 6	

11/11/2013 3:00 PM	30	Bus Gar	Logs	finished logs for today, worked 8hrs	
Start : 11/12/2013 (5)					
11/12/2013 7:30 AM	90	Bus Gar	Email, Other (Provide Description), Vehicle Diagnostics, Vehicle Repair	monitor bus radio, checked email, worked on bus 6	Bus 06
11/12/2013 9:00 AM	120	Bus Gar	Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	helped Daniel work on bus 12	Bus 12
11/12/2013 11:00 AM	120	Bus Gar	Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection	helped Daniel work on bus 7	Bus 07
11/12/2013 1:00 PM	30	Bus Gar	Lunch	took lunch break	
11/12/2013 1:30 PM	120	Bus Gar	Logs, Other (Provide Description), Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	worked on bus 15, finished logs worked 8hrs	Bus 15
Start : 11/13/2013 (4)					
11/13/2013 7:30 AM	90	Bus Gar	Email, Other (Provide Description), Vehicle Diagnostics	monitor bus radio, checked email -no internet, worked on bus 3 and charged battery	
11/13/2013 9:00 AM	240	Bus Gar	Email, Logs, Other (Provide Description), Phone - Staff, Purchase Orders, Vehicle Repair	helped Daniel work on bus 8, worked on PO's for Justin, worked on budget, caught up on emails, called Sharon at SBO, caught up on logs	
11/13/2013 1:00 PM	30	Bus Gar	Lunch	took lunch break	
11/13/2013 1:30 PM	120	Bus Gar	Email, Logs, Other (Provide Description), Reports, Vehicle Repair	helped Daniel finish bus 8, checked email, looked over and signed pay roll, finished logs for today, worked 8hrs.	
Start : 11/14/2013 (4)					
11/14/2013 7:30 AM	90	Bus Gar	Email, Other (Provide Description), Phone - Staff	monitor bus radio, checked email, spoke w/ driver on the phone after repairs were made on exhaust leaks	
11/14/2013 9:00 AM	180	Bus Gar	Phone - Others, Vehicle Fluid Top Off, Vehicle Inspection	spoke w/ Fisher's worked on account balance and comparing invoices, helped inspect bus 14	
11/14/2013 12:00 PM	30	Bus Gar	Lunch	took lunch break	
11/14/2013 12:30 PM	180	Bus Gar	Email, Logs, Other (Provide Description), Parts Ordering, Vehicle Fluid Top Off, Vehicle Inspection	met w/ Kenny from Sonny Merryman, helped inspect bus 13, top off fluids and order parts, checked email, finished logs for today, worked 8hrs.	
Start : 11/15/2013 (4)					
11/15/2013 7:30 AM	90	Bus Gar	Email, Other (Provide Description)	monitor bus radio, checked email, made a work list	
11/15/2013 9:00 AM	240	Bus Gar	Other (Provide Description), Vehicle Fluid Top Off, Vehicle Inspection	helped inspect bus 16, worked on quotes for budget	
11/15/2013 1:00 PM	30	Bus Gar	Lunch	took lunch break	
11/15/2013 1:30 PM	120	Bus Gar	Email, Logs, Other (Provide Description), Vehicle Fluid Top Off, Vehicle Inspection	helped inspect bus 11, checked email, finished logs for today, worked 8hrs	
Start : 11/18/2013 (4)					
11/18/2013 7:30 AM	90	Bus Gar	Email, Other (Provide Description)	monitor bus radio, schedule bus inspections, checked email	
11/18/2013 9:00 AM	270	Bus Gar	Other (Provide Description), Parts Ordering, Vehicle Diagnostics, Vehicle Pick Up/Delivery, Vehicle Repair	made a work list, check engine light on in blue Taurus, picked up @ BCHS, diag., order and got parts, repaired and took back to BCHS	01-Car-Ford Taurus Blue-SAB
11/18/2013 1:30 PM	30	Bus Gar	Lunch	took lunch break	
11/18/2013 2:00 PM	90	Bus Gar	Email, Logs, Vehicle Repair	helped Daniel finish repairs to bus 8, checked email, finished logs for today, worked 8hrs	

Start : 11/19/2013 (4)

11/19/2013 7:30 AM	90	Bus Gar	Email, Other (Provide Description)	monitor bus radio, checked email, worked on invoices for PO's
11/19/2013 9:00 AM	240	Bus Gar	Other (Provide Description), Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	helped Daniel inspect bus 17 and repair, worked on budget, worked on sports schedule
11/19/2013 1:00 PM	60	Bus Gar	Vehicle Fluid Top Off, Vehicle Inspection	helped inspect bus 22
11/19/2013 2:00 PM	90	Bus Gar	Email, Logs, Phone - Others, Vehicle Diagnostics, Vehicle Repair	replaced HD/LT on bus 8, checked email, made calls checking on Impala, finished logs, worked 8 hrs NO LUNCH

Start : 11/20/2013 (6)

11/20/2013 7:30 AM	120	Bus Gar	Email, Other (Provide Description), Purchase Orders	monitor bus radio, checked email, made a work list, finished PO's to turn in
11/20/2013 9:30 AM	90	Bus Gar	Fuel Reports	finished fuel reports for BCHS, MES and VES
11/20/2013 11:00 AM	90	Bus Gar	Email, Other (Provide Description), Phone - Staff	worked on budget, called Justin about budget, emailed info to compare
11/20/2013 12:30 PM	30	Bus Gar	Lunch	took lunch break
11/20/2013 1:00 PM	60	Bus Gar	Vehicle Diagnostics, Vehicle Repair	worked on bus 15 Bus 15
11/20/2013 2:00 PM	90	Bus Gar	Email, Logs, Vehicle Cleaning, Vehicle Pick Up/Delivery	helped check over and clean engine on bus 5 after repairs, helped switch out buses, checked email, finished logs for today, worked 8hrs

Start : 11/21/2013 (5)

11/21/2013 7:30 AM	90	Bus Gar	Email, Other (Provide Description)	monitor bus radio, checked email, made a work list NEW
11/21/2013 9:00 AM	120	Bus Gar	Vehicle Diagnostics, Vehicle Repair	help pressure test and replace coolant resevor tank on bus 19, helped find a sub to cover a route this evening NEW
11/21/2013 11:00 AM	120	Bus Gar	Shop Cleaning	seperate old tires and made a list to order, helped find a sub for a route tomorrow morning NEW
11/21/2013 1:00 PM	30	Bus Gar	Lunch	took lunch break NEW
11/21/2013 1:30 PM	150	Bus Gar	Email, Logs, Phone - Staff, Shop Cleaning	cleaned shop, checked email, spoke w/ Paul, finished logs for today, worked 8.5hrs NEW

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