



Start	Minutes	Location	Topic	Short Description	Vehicle
Start : 11/24/2014 (1)					
11/24/2014 9:00 AM	480	Bus Gar	Leave - Vacation	Vacation Leave NEW	
Start : 11/25/2014 (1)					
11/25/2014 9:00 AM	480	Bus Gar	Leave - Vacation	Vacation Leave NEW	
Start : 11/26/2014 (1)					
11/26/2014 9:00 AM	480	Bus Gar	Leave - Vacation	Vacation Leave NEW	
Start : 11/27/2014 (1)					
11/27/2014 9:00 AM	480	Bus Gar	Other (Provide Description)	THANKSGIVING HOLIDAY NEW	
Start : 11/28/2014 (1)					
11/28/2014 9:00 AM	480	Bus Gar	Other (Provide Description)	THANKSGIVING HOLIDAY NEW	
Start : 12/1/2014 (5)					
12/1/2014 7:30 AM	210	Bus Gar	Athletic Schedules, Email, Fuel Tank Measurement, Other (Provide Description)	monitor bus radio, checked email, stick fuel tanks @ VES and BCHS, changed dates and drivers on sports schedule	
12/1/2014 11:00 AM	120	Bus Gar	Parts Ordering, Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection	worked on bus 3	Bus 03
12/1/2014 1:00 PM	30	Bus Gar	Lunch	took lunch break	
12/1/2014 1:30 PM	90	Bus Gar	Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	worked on bus 6	Bus 06
12/1/2014 3:00 PM	120	Bus Gar	Email, Fuel Reports, Logs	checked email for budget quotes, worked on fuel reports, finished logs for today, worked 9.5hrs	
Start : 12/2/2014 (9)					
12/2/2014 4:45 AM	45	Bus Gar	Road Check: Weather	checked weather and temp. spoke w/ a few drivers, talked w/ Mrs. Hirsh -school will be on a 2hr delay	
12/2/2014 5:30 AM	180	Bus Gar	Road Check: Weather	kept a check on weather and temp. spoke w/ a few drivers to check road conditions, spoke w/ Mrs. Hirsh -going to stick with the delay	
12/2/2014 8:30 AM	30	Bus Gar	Phone - Others, Phone - Staff	Returned call to a parent with concerns about a weather route.	
12/2/2014 9:00 AM	90	Bus Gar	Meeting - Staff, Other (Provide Description)	monitored bus radio and met w/ Mr. Ryder from the School Board	
12/2/2014 10:30 AM	150	Bus Gar	Vehicle Diagnostics	worked on bus 3	Bus 03
12/2/2014 1:00 PM	30	Bus Gar	Lunch	took lunch break	
12/2/2014 1:30 PM	90	Bus Gar	Vehicle Repair	worked on bus 3	Bus 03
12/2/2014 3:00 PM	120	Bus Gar	Email, Logs, Other (Provide Description)	monitor bus radio, checked email, worked on getting quotes for budget, put last months inspection sheets in order to be filed, finished logs for today, worked 10.15hrs.	
12/2/2014 6:00 PM	120	Bus Gar	Phone - Staff, Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Pick Up/Delivery	Will called said Augusta Co. had a bus @ BCHS that had coolant problems, picked up bus @ BCHS worked on it and took back	

Start : 12/3/2014 (6)

12/3/2014 5:00 AM	30	Bus Gar	Road Check: Weather	checked weather and temp.	
12/3/2014 7:30 AM	60	Bus Gar	Email, Other (Provide Description)	checked email and monitored bus radio	
12/3/2014 8:30 AM	270	Bus Gar	Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	worked on bus 8	Bus 08
12/3/2014 1:00 PM	30	Bus Gar	Lunch	took lunch break	
12/3/2014 1:30 PM	60	Bus Gar	Vehicle Diagnostics, Vehicle Repair	worked on bus 19	Bus 19
12/3/2014 2:30 PM	90	Bus Gar	Email, Logs, Vehicle Fluid Top Off, Vehicle Inspection	helped Daniel inspect bus 2, checked email, finished logs for today, worked 9hrs.	

Start : 12/4/2014 (7)

12/4/2014 5:00 AM	30	Bus Gar	Road Check: Weather	checked weather and temp., spoke w/ Mrs. Hirsh - seems ok	
12/4/2014 7:30 AM	60	Bus Gar	Email, Phone - Staff, Shop Cleaning	checked email, cleaned shop to get ready to bring buses in for inspection	
12/4/2014 8:30 AM	120	Bus Gar	Vehicle Diagnostics, Vehicle Inspection	worked on bus 4	Bus 04
12/4/2014 10:30 AM	210	Bus Gar	Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	worked on bus 7	Bus 07
12/4/2014 2:00 PM	30	Bus Gar	Lunch	lunch break	
12/4/2014 2:30 PM	60	Bus Gar	Vehicle Fluid Top Off	worked on bus 4	Bus 04
12/4/2014 3:30 PM	90	Bus Gar	Email, Fuel Reports, Logs, Other (Provide Description)	finished fuel reports, worked on printer wont make copies, checked email, monitor bus radio, finished logs worked on trying to get logs to send, worked 10hrs	

Start : 12/5/2014 (7)

12/5/2014 4:30 AM	60	Bus Gar	Road Check: Weather	checked weather and temp. spoke w/ Mrs. Hirsh - school on reg. schedule	
12/5/2014 7:00 AM	90	Bus Gar	Other (Provide Description)	monitor bus radio	
12/5/2014 8:30 AM	60	Bus Gar	Vehicle Inspection	helped Daniel inspect bus 5	
12/5/2014 9:30 AM	150	Bus Gar	Meeting - Staff, Travel	met w/ Mrs. Hirsh and Mark about snow removal this year, budget and bus stops	
12/5/2014 12:00 PM	30	Bus Gar	Lunch	took lunch break	
12/5/2014 12:30 PM	90	Bus Gar	Vehicle Repair	worked on bus 3	Bus 03
12/5/2014 2:00 PM	90	Bus Gar	Email, Logs, Other (Provide Description)	helped driver figure out how to set timer on bus 19, checked email and worked on logs, worked 9hrs.	

Start : 12/8/2014 (7)

12/8/2014 7:30 AM	90	Bus Gar	Email, Other (Provide Description), Vehicle Fluid Top Off, Vehicle Repair	checked email, monitor bus radio, worked on 00 Taurus	00-Car-Ford Taurus Green-SAB
12/8/2014 9:00 AM	150	Bus Gar	Phone - Staff, Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	spoke w/ Will about tonights trip, worked on bus 8 and 18	Bus 08; Bus 18
12/8/2014 11:30 AM	90	Bus Gar	Vehicle Fluid Top Off, Vehicle Inspection	worked on bus 10	Bus 10
12/8/2014 1:00 PM	30	Bus Gar	Lunch	took lunch break	
12/8/2014 1:30 PM	90	Bus Gar	Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection	worked on bus 11	Bus 11
12/8/2014 3:00 PM	60	Bus Gar	Athletic Schedules, Phone - Others, Phone - Staff	spoke w/ driver about date todays trip is rescheduled for, spoke w/ DWight about riding another bus after the Holidays	

12/8/2014 4:00 PM	60	Bus Gar	Athletic Schedules, Email, Logs, Other (Provide Description), Phone - Others	spoke w/ VDOT about a tree on Millcreek, revise sports schedule, finished logs from last week, checked email, worked on budget, finished logs for today, worked 9.5hrs	
Start : 12/9/2014 (8)					
12/9/2014 4:30 AM	75	Bus Gar	Phone - Staff, Road Check: Weather	spoke w/ Mrs. Hirsh, checked roads and weather, made calls -decided on a 2hr delay -notified drivers	
12/9/2014 6:45 AM	105	Bus Gar	Road Check: Weather	checked routes and parking lots, spoke w/ Mrs. Hirsh -school on with the delay	
12/9/2014 8:30 AM	120	Bus Gar	Email, Other (Provide Description), Phone - Others, Shop Cleaning	checked email, monitored bus radio, cleaned shop and put up stock, called and set up appointment for repairs to be made on bus 12 over holiday break and notified driver	
12/9/2014 10:30 AM	120	Bus Gar	Vehicle Diagnostics, Vehicle Repair	worked on bus 8	Bus 08
12/9/2014 12:30 PM	60	Bus Gar	Lunch	took lunch break	
12/9/2014 1:30 PM	60	Bus Gar	Athletic Schedules, Phone - Staff	games canceled for today, notified drivers and revised schedule	
12/9/2014 2:30 PM	90	Bus Gar	Other (Provide Description), Vehicle Repair	worked on 07 GMC, monitor bus radio	07-Truck-GMC Blue-TRANS
12/9/2014 4:00 PM	60	Bus Gar	Email, Logs, Other (Provide Description)	monitor bus radio, checked email, finished logs for today, worked 9.5hrs	
Start : 12/10/2014 (6)					
12/10/2014 7:30 AM	60	Bus Gar	Email, Other (Provide Description)	checked email and monitor bus radio	
12/10/2014 8:30 AM	90	Bus Gar	Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	worked on bus 12	Bus 12
12/10/2014 10:00 AM	150	Bus Gar	Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	worked on bus 15	Bus 15
12/10/2014 12:30 PM	30	Bus Gar	Lunch	took lunch break	
12/10/2014 1:00 PM	60	Bus Gar	Email, Phone - Others	checked email, spoke with Tim from Pro-Vision about their new camera systems	
12/10/2014 2:00 PM	90	Bus Gar	Email, Logs, Phone - Staff, Vehicle Repair	worked on S-10, spoke w/ driver about routes, checked email, finished logs for today, worked 8hrs.	89-Truck-Chevy S10-MES
Start : 12/11/2014 (5)					
12/11/2014 7:30 AM	90	Bus Gar	Email, Other (Provide Description), Phone - Staff	monitor bus radio, spoke w/ car driver @ BCHS keys locked in car sent the driver to SAB to pick up spare keys, checked email, prep for 10am interview	
12/11/2014 9:00 AM	60	Bus Gar	Meeting - Staff	met w/ Daniel about what work has been done and what all needed to be done before break	
12/11/2014 10:00 AM	150	Bus Gar	Other (Provide Description)	interviewed a gentleman interested in driving as a sub bus and car driver	
12/11/2014 12:30 PM	30	Bus Gar	Lunch	took lunch break	
12/11/2014 1:00 PM	150	Bus Gar	Email, Logs, Phone - Others	Checked references, set up another interview for tomorrow, checked email, finished logs for today, worked 8hrs.	
Start : 12/12/2014 (8)					
12/12/2014 7:30 AM	120	Bus Gar	Email, Other (Provide Description), Phone - Staff	monitor bus radio, checked email, spoke w/ driver taking GBB this weekend about departure times	
12/12/2014 9:30 AM	90	Bus Gar	Fuel Reports, Other (Provide Description)	worked on fuel report from MES, worked on a letter of recommendation for a sub driver to be put in @ Januarys meeting	
12/12/2014 11:00 AM	60	Bus Gar	Other (Provide Description), Travel	took papers to BCHS for those drivers	

12/12/2014 12:00 PM	30	Bus Gar	Phone - Staff	spoke w/ a sub driver about covering a route after the first of the year
12/12/2014 12:30 PM	60	Bus Gar	Meeting - Staff, Vehicle Inspection	met w/ Mr. Cook checked over 2013 GMC
12/12/2014 1:30 PM	30	Bus Gar	Other (Provide Description)	prep for next interview
12/12/2014 2:00 PM	120	Bus Gar	Meeting - Others	Held interview.
12/12/2014 4:00 PM	60	Bus Gar	Email, Logs, Other (Provide Description)	Checked email, finished logs, worked 9.5hrs w/ no lunch break.

Start : 12/15/2014 (6)

12/15/2014 9:00 AM	90	Bus Gar	Email, Vehicle Fluid Top Off, Vehicle Inspection	checked email, worked on bus 14	Bus 14
12/15/2014 10:30 AM	120	Bus Gar	Meeting - Staff, Travel, Vehicle Inspection	Held interview, took Daniel to SAB and inspect new Impala before taking over the keys	
12/15/2014 12:30 PM	30	Bus Gar	Lunch	took lunch break	
12/15/2014 1:00 PM	30	Bus Gar	Parts Ordering	placed a new tire order for 2013 GMC	
12/15/2014 1:30 PM	90	Bus Gar	Vehicle Fluid Top Off, Vehicle Inspection	worked on bus 23	Bus 23
12/15/2014 3:00 PM	120	Bus Gar	Email, Logs, Other (Provide Description), Shop Cleaning	cleaned shop, monitor bus radio, checked email, finished logs for today, worked 8hrs.	

Start : 12/16/2014 (4)

12/16/2014 9:00 AM	240	Bus Gar	Email, Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection	checked email, worked on bus 19	Bus 19
12/16/2014 1:00 PM	30	Bus Gar	Lunch	took lunch break	
12/16/2014 1:30 PM	180	Bus Gar	Other (Provide Description), Vehicle Cleaning	monitored bus radio, washed and cleaned blue GMC inside and out	
12/16/2014 4:30 PM	30	Bus Gar	Email, Purchase Orders	checked email, started working on po's, worked 8hrs.	



Start : 12/17/2014 (7)

12/17/2014 9:00 AM	120	Bus Gar	Email, Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	checked email, worked on bus 22	Bus 22
12/17/2014 11:00 AM	60	Bus Gar	Purchase Orders	finished po's to be turned in	
12/17/2014 12:00 PM	30	Bus Gar	Lunch	took lunch break	
12/17/2014 12:30 PM	90	Bus Gar	Meeting - Others	met w/ Mr. Brown w/ ECCI	
12/17/2014 2:00 PM	90	Bus Gar	Other (Provide Description)	Held Interview	
12/17/2014 3:30 PM	30	Bus Gar	Meeting - Others	met w/ Mr. Breeden w/ Snap-On	
12/17/2014 4:00 PM	90	Bus Gar	Email, Logs, Other (Provide Description)	Checked email. Finished logs. Wrote letters of recommendation for drivers and route changes, and sent to Mrs. Hirsh. worked 8.5hrs	

Start : 12/18/2014 (4)

12/18/2014 9:00 AM	210	Bus Gar	Email, Travel, Vehicle Fluid Top Off, Vehicle Inspection	went to MES and took fluids, tools and parts to inspect bus 16 and 17, checked email NEW	Bus 16; Bus 17
12/18/2014 12:30 PM	120	Bus Gar	Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	worked on silver Taurus NEW	05-Car-Ford Taurus Silver-SAB
12/18/2014 2:30 PM	30	Bus Gar	Lunch	took lunch break NEW	
12/18/2014 3:00 PM	120	Bus Gar	Athletic Schedules, Email, Logs, Other (Provide Description), Shop Cleaning	monitor bus radio, checked email, spoke w/ Will about travel schedule for this weekend, emailed Mrs. Hirsh bus quotes, cleaned shop for tomorrow and put tools away, finished logs for today, worked 8hrs. NEW	

Start : 12/19/2014 (5)

12/19/2014 7:00 AM	90	Bus Gar	Email, Reports	checked email, put inspection reports together to file, early release today 12:30  NEW	
12/19/2014 8:30 AM	180	Bus Gar	Phone - Staff, Vehicle Diagnostics, Vehicle Oil Change, Vehicle Repair	spoke w/ VES about bus stops, worked on bus 18 and silver Taurus  NEW	Bus 18; 05-Car-Ford Taurus Silver-SAB
12/19/2014 11:30 AM	60	Bus Gar	Logs, Lunch, Phone - Staff	spoke w/ Patsy -finished logs for today, took lunch break  NEW	
12/19/2014 12:30 PM	90	Bus Gar	Other (Provide Description), Route Review	monitor bus radio, looked at a new bus stop and turnaround beginning after the first of the year  NEW	
12/19/2014 2:00 PM	60	Bus Gar	Email, Reports	filed reports, checked email, worked 8hrs  NEW	

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