



Pupil Transportation ▶ Transportation Director Log Mont

Start	Minutes	Location	Topic	Short Description	Vehicle
<b>Start : 2/2/2015 (7)</b>					
2/2/2015 5:00 AM	60	Bus Gar	Road Check: Weather	checked roads and weather reports, - school is on regular schedule	
2/2/2015 7:00 AM	120	Bus Gar	Fuel Tank Measurement, Other (Provide Description), Reports	monitor bus radio, stick tanks at both BCHS and VES, collect driver reports to turn in at SAB	
2/2/2015 9:00 AM	120	Bus Gar	Athletic Schedules, Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	worked on bus 12, departure time changed for GBB -notified driver	Bus 12
2/2/2015 11:00 AM	90	Bus Gar	Vehicle Diagnostics	Daniel and I worked on bus 22	Bus 22
2/2/2015 12:30 PM	60	Bus Gar	Lunch	took lunch break	
2/2/2015 1:30 PM	90	Bus Gar	Parts Ordering, Vehicle Diagnostics	worked on bus 22	Bus 22
2/2/2015 3:00 PM	30	Bus Gar	Email, Logs	checked email and finished logs, worked 8.5hrs	
<b>Start : 2/3/2015 (7)</b>					
2/3/2015 7:30 AM	150	Bus Gar	Athletic Schedules, Other (Provide Description), Phone - Staff, Vehicle Pick Up/Delivery	went to BCHS picked up silver Taurus, took students to Rivermont, spoke w/ the car driver from Millboro about new student and how route went this morning, went to BCHS -switched out cars, spoke w/ Will - notified driver of departure time change for today	
2/3/2015 10:00 AM	120	Bus Gar	Meeting - Staff, Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Repair	helped Daniel work on bus 17, spoke w/ Mr. Ryder	Bus 17
2/3/2015 12:00 PM	60	Bus Gar	Vehicle Fluid Top Off, Vehicle Inspection	helped Daniel inspect and top off fluids on bus 2	
2/3/2015 1:00 PM	30	Bus Gar	Lunch	took lunch break	
2/3/2015 1:30 PM	60	Bus Gar	Phone - Staff, Vehicle Fluid Top Off, Vehicle Inspection	helped Daniel inspect and top off fluids on bus 3, spoke w/ Mrs. Hirsh about a student that acted up on the the bus yesterday afternoon	
2/3/2015 2:30 PM	30	Bus Gar	Vehicle Diagnostics	looked at cool air coming in around driver on bus 19	
2/3/2015 3:00 PM	60	Bus Gar	Email, Logs, Meeting - Staff	spoke w/ Daniel on how to repair bus 19, checked email, finished logs, worked 8.5hrs	
<b>Start : 2/4/2015 (5)</b>					
2/4/2015 7:30 AM	120	Bus Gar	Email, Meeting - Staff, Phone - Staff	checked email, spoke w/ driver about bus problems before dropping off for inspection, spoke w/ Mrs Hirsh about new driver appointment, called driver to welcome aboard and discuss paper work	

2/4/2015 9:30 AM	180	Bus Gar	Parts Ordering, Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	Daniel and I worked on bus 5	Bus 05
2/4/2015 12:30 PM	30	Bus Gar	Lunch	took lunch break	
2/4/2015 1:00 PM	120	Bus Gar	Meeting - Staff, Phone - Staff, Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	Daniel and I worked on bus 4, met w/ drivers and helped find a sub for next friday's appt.	Bus 04
2/4/2015 3:00 PM	30	Bus Gar	Email, Logs	checked email, finished logs, worked 8hrs.	

**Start : 2/5/2015 (6)**

2/5/2015 7:30 AM	90	Bus Gar	Email, Other (Provide Description), Phone - Staff	checked logs, spoke w/ Donna from MES about a trip, spoke w/ drivers taking the trip to Richmond	
2/5/2015 9:00 AM	210	Bus Gar	Meeting - Others, Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	Daniel and I worked on bus 8, spoke w/ new sub about training and spoke w/ a gentleman about becoming a sub	Bus 08; 00-Car-Ford Taurus Green-SAB
2/5/2015 12:30 PM	30	Bus Gar	Lunch	took lunch break	
2/5/2015 1:00 PM	60	Bus Gar	Vehicle Pick Up/Delivery	took Daniel to SAB to get 2014 Impala to install a radio and use on a route	
2/5/2015 2:00 PM	60	Bus Gar	Vehicle Fluid Top Off, Vehicle Inspection	Daniel and I worked on bus 6	Bus 06
2/5/2015 3:00 PM	30	Bus Gar	Email, Logs	checked email, finished logs, worked 8hrs.	

**Start : 2/6/2015 (5)**

2/6/2015 5:00 AM	60	Bus Gar	Road Check: Weather	check temp., spoke w/ Mrs. Hirsh, school 2hrs late -notified drivers	
2/6/2015 8:00 AM	60	Bus Gar	Email, Payroll Report	checked email and worked on reports for SAB	
2/6/2015 9:00 AM	60	Bus Gar	Other (Provide Description), Parts Ordering	check inventory and ordered parts for stock, monitor bus radio	
2/6/2015 10:00 AM	270	Bus Gar	Travel	Daniel and I went to Roanoke to pick up computer after having diag. programs installed and to have the tech explain the operation and how it works	
2/6/2015 2:30 PM	90	Bus Gar	Email, Logs, Other (Provide Description)	put up our stock order, checked email, finished logs, spoke w/ Mrs. Hirsh about radio chatter	

**Start : 2/9/2015 (2)**

2/9/2015 7:00 AM	60	Bus Gar	Other (Provide Description)	monitor bus radio and set up work for the day	
2/9/2015 8:00 AM	420	Bus Gar	Leave - Vacation	took Vac. day but worked 1hr. so no sub was needed	

**Start : 2/10/2015 (5)**

2/10/2015 5:00 AM	60	Bus Gar	Road Check: Weather	checked roads and weather -seems ok, school will be on a regular schedule	
2/10/2015 7:30 AM	90	Bus Gar	Email, Other (Provide Description)	monitored bus radio, checked email, spoke w/ driver about a burning smell	
2/10/2015 9:00 AM	180	Bus Gar	Vehicle Diagnostics, Vehicle Repair	Daniel and I worked on bus 8	Bus 08

2/10/2015 12:00 PM	30	Bus Gar	Lunch	took lunch break
2/10/2015 12:30 PM	180	Bus Gar	Meeting - Others, Other (Provide Description), Vehicle Diagnostics	worked on heat on bus 19, met w/ Mr. Ryder about my job and what I do, began driver training w/ Mr. Bley, worked 9hrs

**Start : 2/11/2015 (3)**

2/11/2015 7:30 AM	90	Bus Gar	Athletic Schedules, Email, Other (Provide Description)	monitored bus radio, checked email, worked on trip schedule, met w/ drivers to take trips
2/11/2015 9:00 AM	330	Bus Gar	Other (Provide Description)	trained Mr. Bley at MES and showed him one of our Rivermont Routes
2/11/2015 2:30 PM	60	Bus Gar	Lunch, Reports, Shop Cleaning	finished up reports on Mr. Bley, cleaned up, took lunch break, worked 8hrs.

**Start : 2/12/2015 (5)**

2/12/2015 7:00 AM	60	Bus Gar	Email, Logs	No School, parent-teacher conference, worked on logs from this week, checked email,
2/12/2015 8:00 AM	240	Bus Gar	Other (Provide Description)	went to MES to train w/ Mr. Bley
2/12/2015 12:00 PM	30	Bus Gar	Lunch	took lunch break
2/12/2015 12:30 PM	150	Bus Gar	Email, Other (Provide Description)	finished training and watching video's with Mr. Bley, checked email, checked weather and temp conditions for tomorrow
2/12/2015 8:00 PM	60	Bus Gar	Phone - Staff, Road Check: Weather	checked roads and weather conditions, spoke w/ Mrs. Hirsh -notified drivers school will be 2hrs. late, worked 9hrs.

**Start : 2/13/2015 (7)**












2/13/2015 6:30 AM	120	Bus Gar	Logs, Phone - Staff, Road Check: Weather, Vehicle Diagnostics, Vehicle Repair	checked roads and weather conditions, spoke w/ Mrs. Hirsh -school will continue on a 2hr. delay, worked on starting a bus @ BCHS that was plugged in and had tripped the breaker, caught up on logs for the week	
2/13/2015 8:30 AM	90	Bus Gar	Athletic Schedules, Other (Provide Description)	monitor bus radio, notified driver of a revised trip schedule, looked up driving directions for Tuesdays trip to Richmond for the driver, line up work for today	
2/13/2015 10:00 AM	120	Bus Gar	Email, Phone - Others, Vehicle Inspection	checked email, spoke w/ DWight about preschool and Fed. review coming up, helped Daniel inspect bus 17	Bus 17
2/13/2015 12:00 PM	90	Bus Gar	Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Oil Change	Daniel and I worked on the Ford 500 from SAB	07-Car-Ford 500-SUPT
2/13/2015 1:30 PM	60	Bus Gar	Meeting - Staff	met w/ Paul about my new phone, met w/ Mr. Bley about training	
2/13/2015 2:30 PM	30	Bus Gar	Lunch	took lunch break	
2/13/2015 3:00 PM	30	Bus Gar	Email, Logs	checked email, finished logs for today, worked 9hrs.	

**Start : 2/16/2015 (2)**

2/16/2015 7:30 AM	390	Bus Gar	Other (Provide Description), Road Check: Weather	No School due to weather -prep blue GMC and plowed lots at VES for workers, 12 month employees sent home @ 10am
2/16/2015 4:00 PM	120	Bus Gar	Road Check: Weather	plowed lots at VES again in hopes to make plowing easier tomorrow

**Start : 2/17/2015 (2)**

2/17/2015 8:00 AM	300	Bus Gar	Other (Provide Description), Parts Ordering, Vehicle Diagnostics, Vehicle Repair	No School -due to snow, went to MES worked on white GMC, brought back to the garage for repairs	07-Truck-GMC White-MAINT
2/17/2015 1:00 PM	210	Bus Gar	Road Check: Weather	plowed lots @ VES, bus garage and helped Mark at BCHS	
<b>Start : 2/18/2015 (2)</b>					
2/18/2015 7:00 AM	330	Bus Gar	Travel, Vehicle Diagnostics, Vehicle Oil Change, Vehicle Pick Up/Delivery, Vehicle Repair	No School -snow, went to Cov. to pick up parts for white GMC, serviced GMC before working on bus 19, picked up green car from BCHS and brought back to garage	07-Truck-GMC White-MAINT; Bus 19
2/18/2015 3:00 PM	150	Bus Gar	Phone - Others, Phone - Staff, Road Check: Weather	checked roads, weather, spoke w/ VDOT, spoke w/ Mrs. Hirsh due to roads and temperature no school tomorrow -notified drivers	
<b>Start : 2/19/2015 (5)</b>					
2/19/2015 8:00 AM	300	Bus Gar	Road Check: Weather	No School -roads and temperature, checked all roads from Burnsville to Millboro, still a few covered areas	
2/19/2015 1:00 PM	30	Bus Gar	Other (Provide Description)	worked on trip schedules and notified drivers of changes.	
2/19/2015 1:30 PM	30	Bus Gar	Lunch	took lunch break	
2/19/2015 2:00 PM	60	Bus Gar	Logs, Reports	worked on logs and reports	
2/19/2015 3:00 PM	60	Bus Gar	Email, Logs, Phone - Staff	checked email, spoke w/ Mrs. Hirsh about roads and try to decide about school for tomorrow, finished logs for today	
<b>Start : 2/20/2015 (4)</b>					
2/20/2015 7:00 AM	180	Bus Gar	Shop Cleaning	clean tools and put away	
2/20/2015 10:00 AM	60	Bus Gar	Meeting - Others	met w/ Larry and the new sales rep. for Sonny Merryman	
2/20/2015 11:00 AM	90	Bus Gar	Meeting - Staff, Travel	delivered belts to Mark that he had ordered for schools and spoke about water lines at VES	
2/20/2015 12:30 PM	120	Bus Gar	Phone - Staff, Shop Cleaning	spoke w/ Jane about a new student and transportation, cleaned shop, finished logs for today, worked 8hrs -no lunch	
<b>Start : 2/21/2015 (1)</b>					
2/21/2015 1:00 PM	180	Bus Gar	Other (Provide Description)	tried to keep lots at VES cleared off as it snowed, worked 3hrs	
<b>Start : 2/22/2015 (1)</b>					
2/22/2015 8:00 AM	570	Bus Gar	Other (Provide Description)	plowed 1/2 of VES and plowed out county cars for tomorrow , worked 9.5hrs	
<b>Start : 2/23/2015 (2)</b>					
2/23/2015 7:30 AM	540	Bus Gar	Other (Provide Description)	No School -snow, Mark and I plowed, SAB, BCHS, VES and bus turnarounds, worked 9hrs	
2/23/2015 6:00 PM	30	Bus Gar	Athletic Schedules	Called to find drivers for tomorrows trips per -Mrs Rowe worked from 9:30 -10:00	
<b>Start : 2/24/2015 (4)</b>					

2/24/2015 7:30 AM	270	Bus Gar	Email, Logs, Other (Provide Description)	No School -snow, checked lots at VES, took spreader off, worked on logs, po's and took to SBO, got driving directions for the trip going out today
2/24/2015 12:00 PM	30	Bus Gar	Lunch	took lunch break 
2/24/2015 12:30 PM	240	Bus Gar	Other (Provide Description)	went to Highland to plow turnaroud and went to Burnsville to plow out bus 10, worked 9hrs 
2/24/2015 7:00 PM	120	Bus Gar	Road Check: Weather	checked and plowed road back from intersection to MES 
<b>Start : 2/25/2015 (4)</b>				
2/25/2015 7:30 AM	240	Bus Gar	Route Review	School 2hrs. late, checked bus turnarounds that VDOT gets to make they are wide enough, plowed turnarounds for activity 
2/25/2015 11:30 AM	180	Bus Gar	Vehicle Diagnostics, Vehicle Repair	worked on bus 8- ran diag. and replaced both rear heaters 
2/25/2015 2:30 PM	60	Bus Gar	Route Review	widen the parking spot for bus 15 
2/25/2015 3:30 PM	60	Bus Gar	Vehicle Pick Up/Delivery	went to Muddy Run and picked up bus 19 and took to BCHS to be used on a route, worked 9hrs. 
<b>Start : 2/26/2015 (2)</b>				
2/26/2015 5:00 AM	60	Bus Gar	Road Check: Weather	check roads and weather, notified drivers school closed due to snow 
2/26/2015 9:00 AM	360	Bus Gar	Other (Provide Description)	No School -snow, 12 month employees off, plowed VES and BCHS 
<b>Start : 2/27/2015 (2)</b>				
2/27/2015 5:00 AM	30	Bus Gar	Road Check: Weather	checked roads and weather school on regular schedule 
2/27/2015 7:00 AM	180	Bus Gar	Email, Logs, Other (Provide Description)	line up work for today, worked on logs and checked email -haven't been in office all week, worked on finding drivers, spoke to BCHS about a new stop, sent email to Sandy as to who is using what bus on what route as we have drivers out 

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