



Pupil Transportation ▶ Transportation Director Log Month

<input type="checkbox"/> Start	Minutes	Location	Topic	Short Description	Vehicle
<b>Start : 8/25/2015 (4)</b>					
8/25/2015 7:00 AM	120	Bus Gar	Email, Meeting - Staff, Other (Provide Description), Purchase Orders	monitored bus radio, checked email, worked on po's, met w/ driver about bus 3 needing some repairs made	
8/25/2015 9:00 AM	210	Bus Gar	Vehicle Diagnostics, Vehicle Repair	worked on bus 3	Bus 03
8/25/2015 12:30 PM	30	Bus Gar	Lunch	took lunch break	
8/25/2015 1:00 PM	150	Bus Gar	Email, Other (Provide Description), Phone - Staff	checked email, finished preparing bus 23 for auction, spoke w/ Mrs. Hirsh about the first week of school and what adjustments need to be made if any, worked 8.5hrs	
<b>Start : 8/26/2015 (5)</b>					
8/26/2015 7:00 AM	90	Bus Gar	Email, Other (Provide Description), Phone - Others, Phone - Staff, Purchase Orders	monitor bus radio, checked email, finished po's to be turned in, answered several phone calls from staff as well as sales reps. for Blue Bird and Central tire	
8/26/2015 8:30 AM	120	Bus Gar	Parts Ordering, Travel, Vehicle Diagnostics	worked on 07 GMC, ordered parts, went to Covington to pick up an O2 sensor for the 07 GMC	07-Truck-GMC Blue-TRANS
8/26/2015 10:30 AM	120	Bus Gar	Meeting - Others	met w/ Red Moore from Blue Bird about our new bus and changes made to all the new orders	
8/26/2015 12:30 PM	30	Bus Gar	Lunch	had lunch w/ the Blue Bird rep.	
8/26/2015 1:00 PM	150	Bus Gar	Email, Meeting - Others, Other (Provide Description), Travel, Vehicle Repair	new bus arrived -did a new bus check-in found 3 things they need to fix, took bus to SAB to drop off papers and to show Mrs. Hirsh, replaced RT rear tire on bus 16, checked email, worked 8.5hrs	
<b>Start : 8/27/2015 (7)</b>					
8/27/2015 7:00 AM	180	Bus Gar	Email, Logs, Other (Provide Description), Phone - Staff, Vehicle Inspection	monitor bus radio, checked email, finished logs from the last couple of days, looked over new bus w/ Steve and let him take it on a test drive, on the phone w/ staff looking for a driver for Monday	
8/27/2015 10:00 AM	30	Bus Gar	Phone - Others	on the phone w/ fuel master looking for a quote	
8/27/2015 10:30 AM	120	Bus Gar	Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Repair	worked on bus 3 and 07 GMC	Bus 03; 07-Truck-GMC Blue-TRANS
8/27/2015 12:30 PM	30	Bus Gar	Lunch	took lunch break	
8/27/2015 1:00 PM	60	Bus Gar	Other (Provide Description), Phone - Others	spoke w/ rep. from fuel master about a new key system @ fuel stations and took pictures of the fuel station @ VES and will be taking pictures the other two stations to send to Wade @ fuel master for a quote	
8/27/2015 2:00 PM	30	Bus Gar	Phone - Staff	spoke w/ Mrs. Hirsh about leave and camera system on the new bus	

8/27/2015 2:30 PM	30	Bus Gar	Email, Logs, Other (Provide Description)	checked email, finished logs for today, monitor radio, worked 8.5hrs	
<b>Start : 8/28/2015 (3)</b>					
8/28/2015 7:00 AM	150	Bus Gar	Email, Other (Provide Description), Phone - Staff	took pics of each fuel station and emailed Wade @ Master Fuel, met w/ new sub driver and Steve about pre-trip training, called S&C to varify bus driver's appointment	
8/28/2015 9:30 AM	300	Bus Gar	Other (Provide Description), Travel, Vehicle Pick Up/Delivery	picked up bus driver, went to Roanoke for his drug test before driving, took lunch break, picked up bus 2 at MES to drive a route	
8/28/2015 2:30 PM	150	Bus Gar	Meeting - Staff, Other (Provide Description)	met w/ Harold and new sub @ BCHS about training and DMV driving test appointment, drove Bus 15's route so Harold could take the football trip, worked 10hrs.	
<b>Start : 8/31/2015 (4)</b>					
8/31/2015 6:30 AM	120	Bus Gar	Other (Provide Description)	could not find a driver for a route so I drove Sonny's	
8/31/2015 8:30 AM	210	Bus Gar	Parts Ordering, Travel, Vehicle Repair	prep front bumper on bus 2 for paint, went to Covington picked up paint and sprayed front bumper	
8/31/2015 12:00 PM	30	Bus Gar	Lunch	took lunch break	
8/31/2015 12:30 PM	180	Bus Gar	Email, Logs, Other (Provide Description), Phone - Staff, Shop Cleaning	cleaned shop, put decals on front bumper of bus 2, finished logs from last week, called looking for drivers to cover routes, checked email, worked 9hrs	
<b>Start : 9/1/2015 (4)</b>					
9/1/2015 7:00 AM	120	Bus Gar	Email, Fuel Tank Measurement, Other (Provide Description)	monitor bus radio, stuck tanks @ BCHS and VES, checked email, worked on logs from Monday	
9/1/2015 9:00 AM	210	Bus Gar	Other (Provide Description)	trained w/ new sub -went over pre-trip and backing skills	
9/1/2015 12:30 PM	30	Bus Gar	Lunch	took lunch break	
9/1/2015 1:00 PM	150	Bus Gar	Athletic Schedules, Email, Other (Provide Description)	scheduled trip drivers for band, looked for drivers to cover trips and routes on Friday, helped VES w/ bus passes, checked email, went to BCHS to deliver trip schedules to drivers	
<b>Start : 9/2/2015 (6)</b>					
9/2/2015 7:00 AM	90	Bus Gar	Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	went to MES -worked on bus 2	Bus 02
9/2/2015 8:30 AM	180	Bus Gar	Other (Provide Description), Travel	went to AHS and met with inspection trooper took the inspection test to renew my licences	
9/2/2015 11:30 AM	30	Bus Gar	Phone - Staff	spoke w/ VES about shirts, spoke w/ Jane about the # of preschool riders on bus 4 in the afternoons	
9/2/2015 12:00 PM	30	Bus Gar	Lunch	took lunch break	
9/2/2015 12:30 PM	60	Bus Gar	Email, Logs	checked email, worked on logs for this week	
9/2/2015 1:30 PM	120	Bus Gar	Email, Fuel Reports, Logs, Vehicle Inspection	helped daniel w/ inspection on bus 3, checked email, worked on fuel reports, finished logs, worked 8.5hrs.	

Start : 9/3/2015 (6)

9/3/2015 7:00 AM	90	Bus Gar	Email, Other (Provide Description)	monitor bus radio, checked email, made a work list	
9/3/2015 8:30 AM	90	Bus Gar	Vehicle Fluid Top Off, Vehicle Inspection	worked on bus 4	Bus 04
9/3/2015 10:00 AM	60	Bus Gar	Vehicle Diagnostics, Vehicle Repair	worked on Ford 500	07-Car-Ford 500-SUPT
9/3/2015 11:00 AM	90	Bus Gar	Other (Provide Description), Phone - Others	looked at and called VDOT about putting up school bus signs	
9/3/2015 12:30 PM	30	Bus Gar	Lunch	took lunch break	
9/3/2015 1:00 PM	150	Bus Gar	Email, Logs, Parts Ordering, Vehicle Fluid Top Off, Vehicle Inspection	worked on bus 11, checked email, finished logs for today, worked 8.5hrs	Bus 11

Start : 9/4/2015 (5)

9/4/2015 7:00 AM	120	Bus Gar	Email, Other (Provide Description), Reports	monitor bus radio, checked email, collect driver reports, spoke w/ new sub about going over his pre-trip	
9/4/2015 9:00 AM	180	Bus Gar	Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	worked on bus 11	Bus 11
9/4/2015 12:00 PM	30	Bus Gar	Lunch	took lunch break	
9/4/2015 12:30 PM	90	Bus Gar	Vehicle Fluid Top Off, Vehicle Inspection	worked on bus 6	Bus 06
9/4/2015 2:00 PM	90	Bus Gar	Email, Shop Cleaning, Vehicle Fluid Top Off, Vehicle Inspection	checked email, checked over and topped off van 20 before going out on a trip, took out trash, worked 8.5hrs	

Start : 9/7/2015 (1)

9/7/2015 7:00 AM	480	Bus Gar	Other (Provide Description)	Holiday -(Labor Day)	
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Start : 9/8/2015 (6)

9/8/2015 7:00 AM	150	Bus Gar	Email, Other (Provide Description), Shop Cleaning	monitored bus radio, went over pre-trip w/ new sub, checked email, cleaned shop floors	
9/8/2015 9:30 AM	90	Bus Gar	Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection	worked on bus 7	Bus 07
9/8/2015 11:00 AM	60	Bus Gar	Email, Logs, Vehicle Inspection	checked email, finished logs from part of last week and part of this one, start inspection on bus 8	
9/8/2015 12:00 PM	30	Bus Gar	Lunch	took lunch break	
9/8/2015 12:30 PM	90	Bus Gar	Vehicle Inspection	worked on bus 8	Bus 08
9/8/2015 2:00 PM	90	Bus Gar	Email, Logs, Meeting - Staff, Phone - Others	checked email, met w/ Paul about my phone and my computer, spoke w/ a parent about putting their child in a car seat, finished logs, worked 8.5hrs	

Start : 9/9/2015 (6)

9/9/2015 7:00 AM	120	Bus Gar	Email, Meeting - Staff, Other (Provide Description), Reports	monitor bus radio, checked email, met w/ drivers -got reports for SAB	
9/9/2015 9:00 AM	90	Bus Gar	Meeting - Staff	met w/ Betty -traded buses with her -she is now bus 6 and went over all the different switches and details of this bus	

9/9/2015 10:30 AM	90	Bus Gar	Vehicle Fluid Top Off, Vehicle Inspection	worked on bus 5	Bus 05
9/9/2015 12:00 PM	30	Bus Gar	Lunch	took lunch break	
9/9/2015 12:30 PM	120	Bus Gar	Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	worked on bus 10	Bus 10
9/9/2015 2:30 PM	60	Bus Gar	Email, Other (Provide Description), Shop Cleaning	put stock parts and supplies away, checked email, checked school lights at VES, worked 8.5hrs	
<b>Start : 9/10/2015 (7)</b>					
9/10/2015 7:30 AM	90	Bus Gar	Email, Meeting - Staff, Phone - Staff, Reports	monitor bus radio, checked email, met w/ drivers got reports for SAB, spoke w/ Krista @ VES about getting her car to look at a couple of problems, made worked list for today	
9/10/2015 9:00 AM	30	Bus Gar	Phone - Others, Phone - Staff	made calls to find drivers to cover routes/trips, made appointment to have bus 4 looked at again tomorrow	
9/10/2015 9:30 AM	120	Bus Gar	Phone - Others, Phone - Staff, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	worked on bus 13, spoke w/ Mrs. Hirsh about a car driver, called applicant to schedule an interview	Bus 13
9/10/2015 11:30 AM	60	Bus Gar	Parts Ordering, Phone - Others, Vehicle Diagnostics, Vehicle Pick Up/Delivery	worked on 01 Taurus -picked up and delivered back to VES	01-Car-Ford Taurus Blue-SAB
9/10/2015 12:30 PM	30	Bus Gar	Lunch	took lunch break	
9/10/2015 1:00 PM	60	Bus Gar	Other (Provide Description), Travel	took a students bag to BCHS, stopped at BCS looked for a couple clamps for bus 3	
9/10/2015 2:00 PM	90	Bus Gar	Email, Logs, Vehicle Inspection	worked on bus 11, checked email, finished logs, worked 8hrs	
<b>Start : 9/11/2015 (3)</b>					
9/11/2015 7:30 AM	90	Bus Gar	Email, Logs, Other (Provide Description)	monitor bus radio, checked email, preped bus 4 before taking back to Roanoke	
9/11/2015 9:00 AM	330	Bus Gar	Other (Provide Description), Travel, Vehicle Diagnostics, Vehicle Pick Up/Delivery	took bus 4 to Roanoke, picked up parts at Magic City and Carter to pick up parts	
9/11/2015 2:30 PM	60	Bus Gar	Email, Logs, Other (Provide Description), Vehicle Diagnostics, Vehicle Repair	checked email, worked on 01 Taurus, finished logs, worked 8hrs.	01-Car-Ford Taurus Blue-SAB
<b>Start : 9/14/2015 (6)</b>					
9/14/2015 7:00 AM	120	Bus Gar	Email, Meeting - Others, Other (Provide Description), Reports	monitor bus radio, re-route buses to cover for bus 13 which was having engine issues, checked emails, set up a car driver interview, collect driver reports	
9/14/2015 9:00 AM	30	Bus Gar	Meeting - Staff, Vehicle Diagnostics	ran computer diag. on bus 13, spoke w/ Daniel about work load for today and what all needs to be done	
9/14/2015 9:30 AM	60	Bus Gar	Meeting - Others	went to VES and interviewed applicant to be a sub car driver and possible bus driver later on.	
9/14/2015 10:30 AM	210	Bus Gar	Lunch, Vehicle Diagnostics, Vehicle Repair	worked on bus 13, took lunch break, worked on bus 15	Bus 13
9/14/2015 2:00 PM	60	Bus Gar	Vehicle Diagnostics, Vehicle Repair	worked On 01 Taurus -radio will transmit but will not receive	01-Car-Ford

				Taurus Blue-SAB	
9/14/2015 3:00 PM	165	Bus Gar	Other (Provide Description), Phone - Staff, Travel, Vehicle Pick Up/Delivery	looked for drivers -no one to cover Larry's route -went to BCHS got bus 19, drove route and returned bus 19 back to BCHS - worked 10.75hrs	
<b>Start : 9/15/2015 (6)</b>					
9/15/2015 7:00 AM	120	Bus Gar	Email, Other (Provide Description), Phone - Staff	monitor bus radio, called bus 12 in for inspection, checked email, spoke w/ driver about a light out	
9/15/2015 9:00 AM	150	Bus Gar	Meeting - Staff, Travel, Vehicle Diagnostics, Vehicle Repair	went over work list w/ Daniel before going to MES (bus 6 car seat) and BCHS (bus 15 light out)	Bus 06
9/15/2015 11:30 AM	60	Bus Gar	Email, Logs	worked on logs from yesterday and emails from today trying to set up and time to take the 01 Taurus to Roanoke for repairs	
9/15/2015 12:30 PM	30	Bus Gar	Other (Provide Description), Parts Ordering	ordered parts for bus 12 and took parts to Hot Springs to send back to Carter	
9/15/2015 1:00 PM	30	Bus Gar	Lunch	took lunch break	
9/15/2015 1:30 PM	120	Bus Gar	Meeting - Others, Meeting - Staff	met w/ Paul about phone and computer, helped wrecker driver load bus 13, called to check status on bus 4, called and set up appointment for 01 Taurus, finish logs for today, monitor bus radio, worked 8.5hrs	
<b>Start : 9/16/2015 (6)</b>					
9/16/2015 7:00 AM	120	Bus Gar	Email, Other (Provide Description), Reports	monitor bus radio, checked email, collect driver reports, spoke w/ driver about the charging system on bus 11	
9/16/2015 9:00 AM	120	Bus Gar	Vehicle Diagnostics, Vehicle Repair	worked on bus 11	Bus 11
9/16/2015 11:00 AM	90	Bus Gar	Other (Provide Description), Phone - Others	set up recall appointment for a couple of cars while students are not in school, went over pre-trip w/ Kes	
9/16/2015 12:30 PM	30	Bus Gar	Lunch	took lunch break	
9/16/2015 1:00 PM	120	Bus Gar	Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	worked on bus 16	Bus 16
9/16/2015 3:00 PM	60	Bus Gar	Email, Logs, Other (Provide Description)	checked email, finished logs, monitor bus radio, worked 9hrs.	
<b>Start : 9/17/2015 (5)</b>					
9/17/2015 7:30 AM	180	Bus Gar	Email, Other (Provide Description), Phone - Staff, Reports, Vehicle Diagnostics, Vehicle Repair	monitor bus radio, checked email, gathered driver reports, worked on bus 11, spoke w/ VES took reports and material from VES to SAB	Bus 11
9/17/2015 10:30 AM	120	Bus Gar	Meeting - Staff, Vehicle Pick Up/Delivery	met w/ Paul @ BCHS about phone, took bus 3 to BCHS to switch out w/ bus 18 for inspection	
9/17/2015 12:30 PM	30	Bus Gar	Lunch	took lunch break	
9/17/2015 1:00 PM	90	Bus Gar	Vehicle Fluid Top Off, Vehicle Inspection	worked on bus 18	Bus 18
9/17/2015 2:30 PM	90	Bus Gar	Email, Logs, Meeting - Staff, Shop Cleaning	cleaned shop, checked email, finished logs for today, met Paul @ BCHS to get phone, monitor bus radio, worked 8.5hrs	
<b>Start : 9/18/2015 (6)</b>					

9/18/2015 7:30 AM	90	Bus Gar	Email, Other (Provide Description), Phone - Others	monitored bus radio, checked email, checked status of bus 4, made a work list for today	
9/18/2015 9:00 AM	90	Bus Gar	Parts Ordering, Vehicle Fluid Top Off, Vehicle Inspection	worked on bus 19, ordered parts	Bus 19
9/18/2015 10:30 AM	90	Bus Gar	Vehicle Fluid Top Off, Vehicle Inspection	worked on bus 22	Bus 22
9/18/2015 12:00 PM	90	Bus Gar	Vehicle Repair	worked on bus 19	Bus 19
9/18/2015 1:30 PM	60	Bus Gar	Lunch, Travel	went to Cov. to pick up parts and took lunch break	
9/18/2015 2:30 PM	90	Bus Gar	Email, Logs, Other (Provide Description), Vehicle Repair	worked on bus 19, checked email, finished logs for today, worked 8.5hrs.	Bus 19
<b>Start : 9/21/2015 (3)</b>					
9/21/2015 7:00 AM	330	Bus Gar	Email, Other (Provide Description), Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Pick Up/Delivery, Vehicle Repair	monitor bus radio, checked email, went to MES picked up bus 17 for inspection	Bus 17
9/21/2015 12:30 PM	30	Bus Gar	Lunch	took lunch break	
9/21/2015 1:00 PM	150	Bus Gar	Other (Provide Description), Parts Ordering, Travel, Vehicle Pick Up/Delivery, Vehicle Repair	went to Covington to pick up radio parts, repaired radio, ordered exhaust, took bus back to MES monitor radio, worked 8.5hrs	
<b>Start : 9/22/2015 (3)</b>					
9/22/2015 7:00 AM	330	Bus Gar	Other (Provide Description), Travel, Vehicle Diagnostics, Vehicle Pick Up/Delivery, Vehicle Repair	monitor bus radio, met Betty -drove her bus to listen for a noise, worked on bus 6, came back to garage for parts worked on bus 6 and 7	Bus 06; Bus 07
9/22/2015 12:30 PM	30	Bus Gar	Lunch	took lunch break	
9/22/2015 1:00 PM	180	Bus Gar	Email, Other (Provide Description), Vehicle Diagnostics, Vehicle Repair	prep bus 11 for DMV test, checked email, monitor radio, worked 9hrs.	Bus 11
<b>Start : 9/23/2015 (4)</b>					
9/23/2015 7:30 AM	60	Bus Gar	Email, Other (Provide Description)	monitor bus radio, checked email	
9/23/2015 8:30 AM	240	Bus Gar	Fuel Reports, Fuel Tank Measurement, Logs, Phone - Others	worked on fuel reports, measured tanks again, ordered fuel for each station, worked on logs from the last couple days	
9/23/2015 12:30 PM	30	Bus Gar	Lunch	took lunch break	
9/23/2015 1:00 PM	150	Bus Gar	Email, Logs, Travel, Vehicle Diagnostics, Vehicle Repair	worked on VES trash truck, checked email, finished logs, worked 8hrs.	
<b>Start : 9/24/2015 (3)</b>					
9/24/2015 7:30 AM	150	Bus Gar	Email, Fuel Reports, Other (Provide Description), Phone - Others	monitor bus radio, checked email, collect driver reports, worked on fuel reports from MES, called to check the status of buses and bus 13 is ready for pick up	
9/24/2015 10:00 AM	270	Bus Gar	Lunch, Travel, Vehicle Pick Up/Delivery	went to Roanoke to pick up bus 13, took lunch break, dropped bus 13 off at garage to be used on afternoon route	
9/24/2015 2:30 PM	90	Bus Gar	Email, Logs, Phone - Staff		

checked email, spoke w/ driver about a sub and spoke w/ the sub about what bus to drive on monday, finished logs, monitored bus radio worked 8.5hrs

**Start : 9/25/2015 (1)**

9/25/2015 7:00 AM 480 Bus Gar Leave - Vacation early release -out on vacation

**Start : 9/28/2015 (4)**

9/28/2015 7:30 AM 90 Bus Gar Email, Meeting - Staff, Other (Provide Description) monitored bus radio, checked email, met w/ Kes after running his first route alone

9/28/2015 9:00 AM 240 Bus Gar Athletic Schedules, Fuel Reports, Other (Provide Description) checked over the travel schedule, notified sub and drivers of changes, finished fuel reports from MES

9/28/2015 1:00 PM 30 Bus Gar Lunch took lunch break

9/28/2015 1:30 PM 120 Bus Gar Email, Logs, Vehicle Fluid Top Off, Vehicle Repair worked on 97 Ford truck, checked email, finished logs, worked 8hrs.

**Start : 9/29/2015 (4)**

9/29/2015 7:30 AM 120 Bus Gar Email, Other (Provide Description), Parts Ordering, Vehicle Diagnostics monitor bus radio, checked 07 GMC not charging, ran computer diag., checked email, call Fishers to order a new alt. **NEW**

9/29/2015 9:30 AM 180 Bus Gar Other (Provide Description) begin preping bus 14 for auction **NEW**

9/29/2015 12:30 PM 30 Bus Gar Lunch took lunch break **NEW**

9/29/2015 1:00 PM 150 Bus Gar Email, Logs, Other (Provide Description) finish taking signs and letters off bus 14 for auction, checked email, finished logs, worked 8hrs. **NEW**

**Start : 9/30/2015 (5)**

9/30/2015 7:00 AM 90 Bus Gar Other (Provide Description), Phone - Others, Phone - Staff, Road Check: Weather monitored bus radio, tree down on Pig Run, called VDOT -left a message -went back home and got a saw and headed to Pig Run while re-routing buses, Daniel called in sick **NEW**

9/30/2015 8:30 AM 120 Bus Gar Athletic Schedules, Email, Logs, Phone - Others, Phone - Staff spoke w/ parent -upset about their child missing the bus -called the school and will speak to the driver this afternoon and parent seems fine now, checked email, revised schedule and notified drivers, spoke w/ drivers about repairs needed to bus 5 and 15 **NEW**

9/30/2015 10:30 AM 150 Bus Gar Email, Purchase Orders, Vehicle Pick Up/Delivery, Vehicle Repair emailed Mrs. Hirsh a letter of recommendation for a sub car driver in Millboro area, typed po's and took to SAB, went to BCHS picked up bus 15 and repaired fog lights **NEW**

9/30/2015 1:00 PM 30 Bus Gar Lunch took lunch break **NEW**

9/30/2015 1:30 PM 150 Bus Gar Email, Other (Provide Description), Phone - Staff spoke w/ Krista about her route and her needing a driver for Friday, checked w/ Jimmie about covering the garage today for Daniel and possibly covering Krista's route on Friday, looked @ speedometer on bus 5 not working, worked 9hrs. **NEW**

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