



Pupil Transportation » Transportation Director Log Monthly Report

<input type="checkbox"/> Start	Minutes	Location	Topic	Short Description	Vehicle
<b>Start : 9/1/2016 (5)</b>					
9/1/2016 7:00 AM	90	Bus Gar	Email, Other (Provide Description)	monitor bus radio, checked email	
9/1/2016 8:30 AM	90	Bus Gar	Parts Ordering, Vehicle Diagnostics	worked on bus 4, ordered parts	Bus 04
9/1/2016 10:00 AM	150	Bus Gar	Vehicle Diagnostics, Vehicle Pick Up/Delivery	picked up bus 7 to check over	Bus 07
9/1/2016 12:30 PM	30	Bus Gar	Lunch	took lunch break	
9/1/2016 1:00 PM	120	Bus Gar	Email, Logs, Vehicle Pick Up/Delivery	took bus 7 back, checked email, finished logs, worked 8hrs	
<b>Start : 9/2/2016 (5)</b>					
9/2/2016 7:00 AM	150	Bus Gar	Meeting - Others, Other (Provide Description), Vehicle Diagnostics, Vehicle Repair	monitor bus radio, met w/ MES driver about bus route, worked on bus 12	Bus 12
9/2/2016 9:30 AM	60	Bus Gar	Vehicle Repair	worked on bus 4	Bus 04
9/2/2016 10:30 AM	120	Bus Gar	Athletic Schedules, Auction, Meeting - Staff, Phone - Others, Travel	found drivers for shuttle tonight, called cummins about parts for 22, went to BCHS met w/ Mark about the garage situation for the auction -as of right now we have a bus down and can not put auction stuff inside	
9/2/2016 12:30 PM	30	Bus Gar	Lunch	took lunch break	
9/2/2016 1:00 PM	120	Bus Gar	Athletic Schedules, Email, Logs, Other (Provide Description), Shop Cleaning	worked on band schedule, assigned drivers, deliver trip papers, cleaned shop, checked email, finished logs, worked 8hrs	
<b>Start : 9/5/2016 (1)</b>					
9/5/2016 7:30 AM	510	Bus Gar	Other (Provide Description)	LABOR DAY HOLIDAY <span style="color: green;">NEW</span>	00-Car-Ford Taurus Green-SAB
<b>Start : 9/6/2016 (1)</b>					
9/6/2016 7:30 AM	510	Bus Gar	Leave - Vacation	VACATION <span style="color: green;">NEW</span>	
<b>Start : 9/7/2016 (1)</b>					
9/7/2016 7:30 AM	510	Bus Gar	Leave - Vacation	VACATION <span style="color: green;">NEW</span>	
<b>Start : 9/8/2016 (1)</b>					
9/8/2016 7:30 AM	510	Bus Gar	Leave - Vacation	VACATION <span style="color: green;">NEW</span>	
<b>Start : 9/9/2016 (1)</b>					
9/9/2016 7:30 AM	510	Bus Gar	Leave - Vacation	VACATION <span style="color: green;">NEW</span>	
<b>Start : 9/12/2016 (4)</b>					
9/12/2016 7:00 AM	90	Bus Gar	Email, Other (Provide Description), Reports	monitor bus radio, checked email and updated reports from when I was off last week	
9/12/2016 8:30 AM	240	Bus Gar	Other (Provide Description)	helped Mark load both trucks with leftover things from the auction (outside)	
9/12/2016 12:30 PM	30	Bus Gar	Lunch	took lunch break	
9/12/2016 1:00 PM	180	Bus Gar	Auction, Email, Other (Provide Description), Phone - Staff, Shop Cleaning	cleaned auction stuff out of the garage, checked email, spoke w/ schools and VDOT about road work and getting students home, met bus 17 @ WCC to deliver a car seat and installed, worked 9hrs	
<b>Start : 9/13/2016 (5)</b>					
9/13/2016 7:00 AM	120	Bus Gar	Email, Logs, Other (Provide Description), Reports	monitor bus radio, checked email, made copies of training that was completed for SAB, revised trip schedule, finished logs from yesterday	
9/13/2016 9:00 AM	120	Bus Gar	Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	worked on bus 3	Bus 03
9/13/2016 11:00 AM	120	Bus Gar	Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	worked on bus 8	Bus 08
9/13/2016 1:00 PM	30	Bus Gar	Lunch	took lunch break	
9/13/2016 1:30 PM	120	Bus Gar	Email, Logs, Vehicle Fluid Top Off, Vehicle Inspection	worked on bus 5, checked email, finished logs for today, worked 8hrs.	Bus 05
<b>Start : 9/14/2016 (4)</b>					
9/14/2016 7:30 AM	90	Bus Gar	Email, Fuel Tank Measurement, Other (Provide Description), Phone - Others	stuck tanks and ordered fuel, met Mrs. Hirsh @ the garage and fueled the Jeep, checked email	
9/14/2016 9:00 AM	240	Bus Gar	Meeting - Others, Parts Ordering, Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	worked on bus 10, met w/ Victor from Sonny Merryman	Bus 10
9/14/2016 1:00 PM	30	Bus Gar	Lunch	took lunch break	
9/14/2016 1:30 PM	120	Bus Gar	Email, Logs, Meeting - Others, Meeting - Staff, Parts Ordering	met w/ Mr. Brown and ordered supplies for the shop, met w/ drivers about bus evacuations, checked email, finished logs, worked 8hrs.	
<b>Start : 9/15/2016 (4)</b>					
9/15/2016 7:30 AM	90	Bus Gar	Email, Meeting - Staff, Other (Provide Description), Vehicle Inspection	monitored bus radio, met driver @ WCC to inspect where a truck may have knicked the side, checked email	

9/15/2016 9:00 AM	300	Bus Gar	Travel, Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	went to MES took bus 5 to leave as a spare, worked on bus 6,7,12 and 17	Bus 06; Bus 07; Bus 12; Bus 17
9/15/2016 2:00 PM	30	Bus Gar	Lunch	took lunch break	
9/15/2016 2:30 PM	60	Bus Gar	Email, Logs, Other (Provide Description), Parts Ordering	ordered parts for bus 10 and for stock, checked email, finished logs, monitor bus radio, workde 8hrs	
<b>Start : 9/16/2016 (4)</b>					
9/16/2016 7:30 AM	120	Bus Gar	Email, Other (Provide Description), Parts Ordering	monitor bus radio, monitored evac drills @ BCHS, checked email, spoke w/ drivers about evac. drills, ordered drinks for next week while Im off	
9/16/2016 9:30 AM	210	Bus Gar	Phone - Staff, Vehicle Repair	worked on bus 10, helped driver find a sub for this afternoon	Bus 10
9/16/2016 1:00 PM	30	Bus Gar	Lunch	took lunch break	
9/16/2016 1:30 PM	180	Bus Gar	Email, Logs, Other (Provide Description), Phone - Staff, Shop Cleaning	called BCHS about trip tomorrow-canceled, notified driver, reminded driver the shuttle bus will run tonight, cleaned shop, checked email, finished logs, worked 9hrs.	
<b>Start : 9/19/2016 (1)</b>					
9/19/2016 7:30 AM	480	Bus Gar	Leave - Vacation	VACATION	
<b>Start : 9/20/2016 (1)</b>					
9/20/2016 7:30 AM	480	Bus Gar	Leave - Vacation	VACATION	
<b>Start : 9/21/2016 (1)</b>					
9/21/2016 7:30 AM	480	Bus Gar	Leave - Vacation	VACATION	
<b>Start : 9/22/2016 (1)</b>					
9/22/2016 7:30 AM	480	Bus Gar	Leave - Vacation	VACATION	
<b>Start : 9/23/2016 (1)</b>					
9/23/2016 7:30 AM	480	Bus Gar	Leave - Vacation	VACATION	
<b>Start : 9/26/2016 (5)</b>					
9/26/2016 7:30 AM	120	Bus Gar	Email, Other (Provide Description), Reports	monitor bus radio, checked email, collect reports to be sent over to SAB, worked on invoices	
9/26/2016 9:30 AM	60	Bus Gar	Meeting - Staff	met w/ Daniel and went over everything that was done last week while I was off	
9/26/2016 10:30 AM	150	Bus Gar	Meeting - Staff, Other (Provide Description), Shop Cleaning, Travel	put tools away, took papers to BCHS for drivers, met w/ Mark and checked tanks at BCHS	
9/26/2016 1:00 PM	30	Bus Gar	Lunch	took lunch break	
9/26/2016 1:30 PM	150	Bus Gar	Email, Logs, Other (Provide Description), Shop Cleaning	cleaned shop, checked email, finished logs for last week and today, monitor bus radio, worked 8.5hrs	
<b>Start : 9/27/2016 (6)</b>					
9/27/2016 7:30 AM	120	Bus Gar	Email, Other (Provide Description), Vehicle Diagnostics, Vehicle Repair	monitored bus radio, checked email, worked on bus 22 <span style="color: green;">NEW</span>	Bus 22
9/27/2016 9:30 AM	30	Bus Gar	Purchase Orders	worked on PO's to send to SAB <span style="color: green;">NEW</span>	
9/27/2016 10:00 AM	10	Other (Add to Description)	Other (Provide Description)	Spoke with Administrative staff by phone regarding 2nd load departure times from BCHS and VES. <span style="color: green;">NEW</span>	
9/27/2016 11:00 AM	120	Bus Gar	Athletic Schedules, Fuel Reports	worked on trip schedule, checked fuel reports <span style="color: green;">NEW</span>	
9/27/2016 1:00 PM	30	Bus Gar	Lunch	took lunch break <span style="color: green;">NEW</span>	
9/27/2016 1:30 PM	150	Bus Gar	Athletic Schedules, Email, Fuel Reports, Logs, Other (Provide Description), Phone - Staff	finished fuel reports, notified drivers of schedule changes, checked email, worked on inclement weather routes and call chain, monitor bus radio, finished logs for today, worked 8.5hrs <span style="color: green;">NEW</span>	
<b>Start : 9/28/2016 (5)</b>					
9/28/2016 7:00 AM	90	Bus Gar	Other (Provide Description), Vehicle Diagnostics, Vehicle Pick Up/Delivery	monitor bus radio, bus 6 having problems, went to MES got bus 5 and switched out buses and took to the garage for repairs <span style="color: green;">NEW</span>	
9/28/2016 8:30 AM	120	Bus Gar	Purchase Orders, Vehicle Pick Up/Delivery	finished PO's -took to SAB picked up Explorer from BCHS and brought back to the garage for inspection <span style="color: green;">NEW</span>	
9/28/2016 10:30 AM	180	Bus Gar	Other (Provide Description), Parts Ordering, Vehicle Diagnostics, Vehicle Repair	worked on bus 6, worked on 00 Explorer, ordered parts <span style="color: green;">NEW</span>	Bus 06
9/28/2016 1:30 PM	30	Bus Gar	Lunch	took lunch break <span style="color: green;">NEW</span>	
9/28/2016 2:00 PM	90	Bus Gar	Email, Logs, Vehicle Pick Up/Delivery	checked email, finished logs, took bus 6 back to MES, worked 8.5hrs <span style="color: green;">NEW</span>	

Add new event