



Pupil Transportation » Transportation Director Log Monthly Report

<input type="checkbox"/> Start	Minutes	Location	Topic	Short Description	Vehicle
Start : 9/30/2016 (2)					
9/30/2016 11:30 AM	120	Bus Gar	Lunch, Phone - Staff, Road Check: Weather	checked roads and weather conditions (water), spoke w/ Mrs. Hirsh, notified drivers that we were doing a 2:00 dismissal and took lunch break while making calls	
9/30/2016 1:30 PM	150	Bus Gar	Other (Provide Description), Vehicle Pick Up/Delivery	went to MES to drive a bus, monitored the radio until all buses made it in safely, worked 10hrs	
Start : 10/3/2016 (5)					
10/3/2016 7:00 AM	120	Bus Gar	Email, Logs, Other (Provide Description)	monitor bus radio, checked email, finished logs from Friday	
10/3/2016 9:00 AM	120	Bus Gar	Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	worked on bus 3	Bus 03
10/3/2016 11:00 AM	120	Bus Gar	Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Pick Up/Delivery, Vehicle Repair, Vehicle Tire Rotation	worked on bus 2, went to BCHS and picked up bus 15 for repairs	Bus 02
10/3/2016 1:00 PM	30	Bus Gar	Lunch	took lunch break	
10/3/2016 1:30 PM	120	Bus Gar	Email, Logs, Phone - Staff, Vehicle Repair	worked on bus 15, spoke to Mindy about trip times and drivers, checked email, finished logs, worked 8.5hrs	Bus 15
Start : 10/4/2016 (5)					
10/4/2016 7:00 AM	120	Bus Gar	Athletic Schedules, Email, Other (Provide Description)	monitor bus radio, checked email, worked on travel schedule changes	
10/4/2016 9:00 AM	90	Bus Gar	Vehicle Fluid Top Off, Vehicle Inspection	worked on bus 4	Bus 04
10/4/2016 10:30 AM	120	Bus Gar	Email, Phone - Staff, Vehicle Inspection	worked on bus 8, checked email, spoke w/ Mrs. Ford about transportation	Bus 08
10/4/2016 12:30 PM	30	Bus Gar	Lunch	took lunch break	
10/4/2016 1:00 PM	180	Bus Gar	Email, Logs, Meeting - Staff, Other (Provide Description)	checked email, met w/ drivers, monitor bus radio, finished logs for the day worked 9hrs	
Start : 10/5/2016 (4)					
10/5/2016 7:00 AM	120	Bus Gar	Email, Other (Provide Description), Phone - Others, Vehicle Repair	monitored bus radio, called sheriff's office about a tree down on Rt 39w, checked email, worked on bus 18	Bus 18
10/5/2016 9:00 AM	210	Bus Gar	Travel	went to Roanoke to pick up parts for bus 10 and for stock	
10/5/2016 12:30 PM	30	Bus Gar	Lunch	took lunch break	
10/5/2016 1:00 PM	150	Bus Gar	Athletic Schedules, Email, Logs, Other (Provide Description), Phone - Staff, Vehicle Repair	put stock parts away, worked on Explorer, checked email, revised trip schedule, notified driver, update vehicle list, finished logs, monitor bus radio, worked 8.5hrs	2000 - Ford Explorer-SAB
Start : 10/6/2016 (3)					
10/6/2016 6:30 AM	180	Bus Gar	Email, Other (Provide Description), Phone - Staff	drove bus 7, checked email, spoke w/ driver and sub about route coverage next week, gathered parts and tools to repair bus 10 in Burnsville	
10/6/2016 9:30 AM	300	Bus Gar	Travel, Vehicle Pick Up/Delivery, Vehicle Repair	went to Burnsville, worked on bus 10 and brought back to garage	Bus 10
10/6/2016 2:30 PM	120	Bus Gar	Other (Provide Description), Travel	went to MES drove bus 7, worked 10hrs	
Start : 10/7/2016 (4)					
10/7/2016 7:00 AM	120	Bus Gar	Other (Provide Description), Vehicle Diagnostics, Vehicle Repair	monitored bus radio, went to MES bus lot to work on bus 12 and bring bus 5 over for inspection	Bus 12
10/7/2016 9:00 AM	180	Bus Gar	Email, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Pick Up/Delivery	brought bus 5 to garage, checked email, worked on bus 7	Bus 07
10/7/2016 12:00 PM	60	Bus Gar	Lunch	took lunch break	
10/7/2016 1:00 PM	150	Bus Gar	Email, Logs, Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Pick Up/Delivery, Vehicle Repair	worked on bus 5, checked email, finished logs, worked 8.5hrs	Bus 05
Start : 10/10/2016 (5)					
10/10/2016 7:00 AM	90	Bus Gar	Email, Other (Provide Description)	monitor bus radio, checked bus arrival times at BCHS, checked email	
10/10/2016 8:30 AM	120	Bus Gar	Other (Provide Description), Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	worked on bus 10, moved bus 3 for a delivery driver for VES	Bus 10
10/10/2016 10:30 AM	120	Bus Gar	Other (Provide Description), Phone - Others, Phone - Staff	delivery truck pulled down the power line to the garage, notified the school to keep everyone away, notified BARC, cut main braker to garage off, notified Mrs. Hirsh and collected driver info, took lunch break before going to the SAB for a meeting	
10/10/2016 12:30 PM	120	Bus Gar	Meeting - Staff, Travel	went to SAB met w/ Mrs. Hirsh and Sharon about bus schedules mostly in the afternoons, went to MES to cover a route	
10/10/2016 2:30 PM	150	Bus Gar	Other (Provide Description), Travel	pre-trip the spare bus, drove the 42 Rt, worked 10hrs	
Start : 10/11/2016 (6)					
10/11/2016 7:00 AM	120	Bus Gar	Email, Logs, Reports	monitored bus radio, checked email, went over reports and invoices to mark what hasn't been paid, spoke w coach about travel schedule	
10/11/2016 9:00 AM	120	Bus Gar	Email, Parts Ordering, Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection	worked on bus 11, ordered parts, email Mrs. Hirsh the driver info from yesterday	Bus 11

10/11/2016 11:00 AM	90	Bus Gar	Other (Provide Description), Vehicle Pick Up/Delivery, Vehicle Repair	took explorer to BCHS for FEA, dropped off supplies for bus 19, replaced missing mirror screws on bus 15	
10/11/2016 12:30 PM	30	Bus Gar	Lunch	took lunch break	
10/11/2016 1:00 PM	90	Bus Gar	Vehicle Fluid Top Off, Vehicle Inspection	worked on bus 13	Bus 13
10/11/2016 2:30 PM	90	Bus Gar	Email, Logs, Other (Provide Description), Route Review	finished logs, checked email, went to BCHS checked bus schedules, monitor bus radio, worked 9hrs.	
Start : 10/12/2016 (5)					
10/12/2016 7:00 AM	150	Bus Gar	Email, Meeting - Staff, Other (Provide Description), Vehicle Pick Up/Delivery	monitored bus radio, met w/ drivers @ MES, brought bus 12 over for inspection, checked email	
10/12/2016 9:30 AM	60	Bus Gar	Fuel Reports	worked on fuel reports and amounts at each site, got measurements to order fuel on Monday	
10/12/2016 10:30 AM	120	Bus Gar	Parts Ordering, Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	worked on bus 12	Bus 12
10/12/2016 12:30 PM	30	Bus Gar	Lunch	took lunch break	
10/12/2016 1:00 PM	120	Bus Gar	Email, Logs, Other (Provide Description), Travel	checked email, finished logs, took carseat to MES and installed, monitored bus radio, worked 8hrs	
Start : 10/13/2016 (3)					
10/13/2016 6:00 AM	150	Bus Gar	Other (Provide Description)	drove Douthat Rt	
10/13/2016 7:30 AM	480	Bus Gar	Leave - Personal	off on personal leave	
10/13/2016 2:30 PM	180	Bus Gar	Other (Provide Description)	Drove Douthat Rt	
Start : 10/14/2016 (4)					
10/14/2016 7:00 AM	90	Bus Gar	Other (Provide Description), Route Review	monitor bus radio, monitor bus drop offs at BCHS	
10/14/2016 8:30 AM	150	Bus Gar	Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	worked on bus 15	Bus 15
10/14/2016 11:00 AM	180	Bus Gar	Lunch, Other (Provide Description), Parts Ordering	no power, worked on getting supplies for buses and the garage, took lunch break	
10/14/2016 2:00 PM	90	Bus Gar	Email, Logs, Other (Provide Description), Vehicle Repair	checked email, replaced a few bus trash cans, finished logs from yesterday and today, monitor bus pickup times @ BCHS, monitor bus radio, worked 8.5hrs	
Start : 10/17/2016 (5)					
10/17/2016 7:00 AM	90	Bus Gar	Email, Other (Provide Description)	monitor bus radio, checked email	
10/17/2016 8:30 AM	240	Bus Gar	Shop Cleaning, Vehicle Diagnostics	cleaned shop and tools, test drove bus 3 and ran diag.	
10/17/2016 12:30 PM	30	Bus Gar	Lunch	took lunch break	
10/17/2016 1:00 PM	150	Bus Gar	Email, Logs, Vehicle Diagnostics, Vehicle Repair	worked on bus 3, checked email, finished logs for today	Bus 03
10/17/2016 3:30 PM	60	Bus Gar	Meeting - Others	met w/ Trooper Elliott and checked the school lights and times to make sure they are in sync, worked 9.5hrs	
Start : 10/18/2016 (5)					
10/18/2016 7:00 AM	90	Bus Gar	Meeting - Staff, Other (Provide Description)	monitored bus radio, met w/ Drivers @ MES	
10/18/2016 8:30 AM	60	Bus Gar	Vehicle Pick Up/Delivery	brought bus 17 over from MES for inspection	
10/18/2016 9:30 AM	150	Bus Gar	Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	worked on bus 17	Bus 17
10/18/2016 12:00 PM	30	Bus Gar	Lunch	took lunch break	
10/18/2016 12:30 PM	150	Bus Gar	Email, Logs, Other (Provide Description), Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Pick Up/Delivery	worked on bus 16, checked email, took trash cans for the school buses back tp BCS and order another size, finished logs, took bus 17 back to MES, worked 8hrs	Bus 16
Start : 10/19/2016 (5)					
10/19/2016 7:00 AM	90	Bus Gar	Email, Other (Provide Description)	monitor bus radio, checked email, went over invoices for payment	
10/19/2016 8:30 AM	120	Bus Gar	Vehicle Inspection, Vehicle Oil Change	worked on bus 18	Bus 18
10/19/2016 10:30 AM	120	Bus Gar	Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Pick Up/Delivery, Vehicle Repair	worked on bus 2, took bus 18 to BCHS picked up bus 19 for inspection	Bus 02
10/19/2016 12:30 PM	30	Bus Gar	Lunch	took lunch break	
10/19/2016 1:00 PM	150	Bus Gar	Email, Other (Provide Description), Phone - Staff, Vehicle Diagnostics, Vehicle Fluid Top Off, Vehicle Inspection, Vehicle Repair	worked on bus 19 and 22, spoke w/ VES about a couple of big drop-offs today and tomorrow, checked email, finished logs, worked 8.5hrs	Bus 19; Bus 22
Start : 10/20/2016 (3)					
10/20/2016 7:00 AM	330	Bus Gar	Athletic Schedules, Email, Fuel Tank Measurement, Other (Provide Description), Parts Ordering, Phone - Staff, Vehicle Cleaning	early release -12:30, monitor bus radio, checked email, worked on cleaning inside of the blue GMC, checked on a couple of trip schedules, ordered fuel, made appointments for a couple of car drivers to stop by tomorrow	2007-Truck-GMC Blue-TRANS
10/20/2016 12:30 PM	30	Bus Gar	Lunch	took lunch break	
10/20/2016 1:00 PM	120	Bus Gar	Email, Logs, Shop Cleaning, Vehicle Cleaning	finished cleaning the GMC, cleaned shop, checked email, finished logs for today, worked 8hrs	
Start : 10/21/2016 (4)					
10/21/2016 7:00 AM	150	Bus Gar	Email, Meeting - Staff, Other (Provide Description), Route Review	monitored bus radio, looked at possibly changing a bus route, met w/ David @ BCHS about running the shuttle bus tonight, checked email	
10/21/2016 9:30 AM	180	Bus Gar	Vehicle Diagnostics, Vehicle Inspection, Vehicle Repair	worked on the blue and gray Impalas while drivers waited	2012-Car-Chevy Impala-Blue-SAB; 2014-Car-Chevy-Impala-gray

10/21/2016 12:30 PM	30	Bus Gar	Lunch	took lunch break	
10/21/2016 1:00 PM	150	Bus Gar	Email, Logs, Other (Provide Description), Phone - Staff, Reports	filed reports, picked up trash cans for buses, worked w/ Sharon on the fuel report for the county, checked email, finished logs, worked 8.5hrs	
Start : 10/24/2016 (7)					
10/24/2016 7:00 AM	150	Bus Gar	Email, Other (Provide Description), Purchase Orders, Reports	monitored bus radio, checked email, worked on PO's and collecting invoices	
10/24/2016 9:30 AM	120	Bus Gar	Vehicle Diagnostics, Vehicle Repair	worked on bus 15	Bus 15
10/24/2016 11:30 AM	60	Bus Gar	Vehicle Pick Up/Delivery	picked up drivers Ed car for inspection while it's not being used	
10/24/2016 12:30 PM	30	Bus Gar	Lunch	took lunch break	
10/24/2016 1:00 PM	90	Bus Gar	Vehicle Pick Up/Delivery	went to BCHS picked up drivers Ed car to inspect while it's not being used	2005-Car-Ford Taurus Gold-DRED
10/24/2016 2:30 PM	60	Bus Gar	Email, Logs, Meeting - Staff	met w/ new sub driver, checked email, finished logs, monitored bus departure times @ VES, worked 8.5hrs	
10/24/2016 5:30 PM	60	Bus Gar	Phone - Staff	spoke w/ Sharon, made calls and found a driver to cover the DSLCC route -worked 9.5hrs NEW	
Start : 10/25/2016 (5)					
10/25/2016 6:00 AM	30	Bus Gar	Phone - Staff	driver called in sick -made calls and located a driver to cover the route NEW	
10/25/2016 7:00 AM	90	Bus Gar	Email, Other (Provide Description)	monitor bus radio, checked email NEW	
10/25/2016 8:30 AM	240	Bus Gar	Athletic Schedules, Other (Provide Description), Phone - Staff	revised travel schedule, made calls -found drivers, called drivers/subs and moved them in order to have routes covered, met w/ Josh from Home Oil about trying to get our business NEW	
10/25/2016 12:30 PM	30	Bus Gar	Lunch	took lunch break NEW	
10/25/2016 1:00 PM	180	Bus Gar	Email, Logs, Meeting - Staff, Other (Provide Description), Vehicle Fluid Top Off, Vehicle Pick Up/Delivery, Vehicle Repair	worked on the gold Taurus, took back to BCHS, met w/ new sub before training to pick up some materials, checked email, notified the MES car driver to have car available for service, finished logs, monitor bus radio, worked 9.5hrs NEW	
Start : 10/26/2016 (2)					
10/26/2016 7:00 AM	90	Bus Gar	Email, Other (Provide Description), Reports	monitor bus radio, checked emails, collect driver reports to send to SAB NEW	
10/26/2016 8:30 AM	150	Bus Gar	Fuel Reports, Fuel Tank Measurement, Phone - Staff	worked on fuel reports for MES, stuck tanks @ VES and BCHS and updated the FuelMaster system on the computer, spoke w/ Sharon about pick up and dropoff times at each school NEW	

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