

Bus Driver and Buses

Bus Driver Requirements

Oregon Administrative Rule (OAR) 581-053-0006 requires that all drivers transporting students in a school bus shall be licensed as school bus drivers. The transportation supervisor shall insure that all bus drivers are appropriately licensed. Further, no bus shall be driven by other than a licensed bus driver.

1. Driver Licensing – Due to the significant expense of securing the Commercial Driver License (CDL) and the continuing need to train new bus drivers, the district will assume costs related thereto within limits, including renewals.
 - a. The district will pay for the costs of the required physical exam.
 - b. The district will pay for the initial tests required for the Commercial Driver License. Should a driver, or potential driver fail part or all of an exam, the driver will assume the charges for taking an exam a second time.
 - c. In the event that a driver resigns within 120 working days of being hired, the driver will be responsible for reimbursing the district for costs of physical exams and CDL testing previously paid by the district.
2. Student Activity Assignments – A rotation system will be used in making driver assignments. The transportation supervisor makes all determinations regarding the vehicle to be assigned to each activity trip.
3. Travel Bus Assignments – In addition to other driver requirements, travel bus drivers must meet the following requirement:
 - a. Satisfactorily pass both a written and a field driving test specifically on the travel buses;
 - b. Travel bus drivers will be evaluated annually;
 - c. There shall be two travel bus drivers, and one substitute.
4. Substitutes – Substitute drivers will be hired by the transportation supervisor based on skill, ability, and availability. Reasonable efforts will be made to give additional hours to permanent employees prior to calling outside substitutes.

Bus Driver Training

There are three types of required training for a bus driver:

1. Annual – A minimum of eight hours of driver training to include special medical, behavioral and confidentiality protocols for special needs students who ride the driver's bus (CORE class). All training required to maintain current license and certificate status.

2. Initial Hire – School bus driver’s license and certificates, first-aid training, and Department of Transportation’s drug testing procedures.

Transportation – Employee Responsibility

In accordance with applicable law and district rules and regulations, drivers assigned to district transportation vehicles shall have the primary responsibility for the safety of passengers while the vehicle. When a teacher, coach or other certified staff member is assigned to accompany students on a vehicle, such person shall be primarily responsible for the behavior of the students in their charge. The assigned driver shall have final authority and responsibility.

An assigned driver shall not order or allow a student to depart the vehicle other than at his/her designated stop unless permission to do so is first obtained from the superintendent or his/her designee pursuant to administrative regulation.

Students being transported are under the authority of the assigned driver, who as part of said authority, may take reasonable action, to ensure the safe transportation of students. Any disciplinary action taken against a student shall be in conformity with district policy on student discipline (Board policy JG - Student Discipline).

Salary Classification

While driving an employee’s regular bus and tending to other functions of the bus such as cleaning, fueling, etc., bus drivers shall be paid according to their individual appropriate step, under classification (bus driver). In the event the employee is asked to perform duties other than those described above (i.e., not pertaining to their individual bus), instead of or in addition to their regular shift, the employee will be paid for those duties under classification, transportation service helper, step 1, as a substitute. These other duties would be tasks such as phone calling, route work, paper work or other assorted tasks listed in the transportation service helper job description.