

Multnomah Education Service District

Code: **EEBA-AR(4)**
Adopted: 7/1/10
Amended:
Reviewed:

Pupil Transporting Vehicle Maintenance**

MESD-owned and operated vehicles will be constructed, equipped and inspected in accordance with federal and Oregon law and administrative rules and requirements adopted by the State Board of Education. Vehicles will be maintained in safe operating conditions through a sound preventive maintenance program.

1. Each driver will make pre-trip inspections as defined in driver training, including:
 - a. Windshield and wipers;
 - b. All outside lights;
 - c. Service and emergency door and buzzer;
 - d. Tires and wheel lug nuts;
 - e. Battery, belts, oil and coolant level;
 - f. Horns;
 - g. Brakes;
 - h. Steering;
 - i. Exhaust system;
 - j. See that lights, windshield and mirrors are clean; and
 - k. Emergency equipment.
2. Each driver will report any mechanical defects or malfunctions immediately upon their discovery to their supervisor to follow up for maintenance.
3. The driver will not transport students unless the vehicle is safe to operate.
4. An annual inspection will be conducted and inspection results will be reported each time the vehicle is serviced. Records will be maintained in accordance with Oregon Administrative Rules. MESD will certify to the ODE that all deficiencies have been corrected before September 1 each year.

Adequate maintenance will be provided for all equipment.