

CJBA—Transportation: Personnel—Director of Transportation

Duties of Pupil Transportation Director

The Pupil Transportation Director will:

- 1) Provide assistance to the Board in planning, budgeting and forecasting for the pupil transportation system;
- 2) Assist school officials in school site selection and plant planning;
- 3) Provide for bus chassis and body procurement;
- 4) Develop and implement a plan for equipment maintenance;
- 5) Recruit, select and instruct personnel;
- 6) Determine bus routes and schedules;
- 7) Develop and implement pupil transportation safety instructional programs;
- 8) Cooperate with the Superintendent, teachers, transportation personnel, students, parents and public and private agencies to improve the quality and safety of the transportation system;
- 9) Investigate and report accidents;
- 10) Maintain records and prepare reports; and
- 11) Develop and supervise the implementation of an ongoing evaluation plan for the district pupil transportation system.

Standards for Utah School Buses and Operations, p. 65-66 (2004)

Qualifications of Pupil Transportation Director

The Pupil Transportation Director shall have a basic understanding of the educational process, and shall have the following qualifications:

- 1) A satisfactory driving record as revealed through checks with the Driver's License Division.
- 2) A satisfactory work history as verified through professional references.
- 3) The ability to manage personnel and resources necessary to achieve a desired objective.
- 4) Meeting the qualification standards of bus drivers.

Standards for Utah School Buses and Operations, p. 66 (2004)