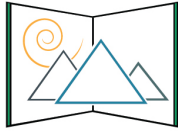




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POLICY—420.7 EXHIBIT-1	Transportation – School Bus Operator Qualifications	
	<i>ASSOCIATED CSD ADMINISTRATIVE REGULATION:</i> 420-7.1	<i>APPROVED:</i> 5.8.2018
<p>The following Exhibit is the Department of Transportation Procedures for School Bus Operator Qualifications.</p> <p><u>Definitions:</u></p> <ol style="list-style-type: none"> 1. <u>School Bus Operator Continuous Service:</u> Continuous Service shall be defined as working 8 hours in a sixty (60) day period of time within a school calendar year. 2. <u>Benefitted School Bus Operator:</u> A benefitted school bus operator is an employee hired for 30 hours or more per week. 3. <u>Substitute School Bus Operator:</u> A non-benefitted temporary employee school bus operator. 4. <u>School Bus Operator Rover:</u> A benefitted school bus operator hired to be available to work during a set schedule consisting of multiple bus routes. <p><u>Qualifications:</u></p> <ol style="list-style-type: none"> 1. Class B Commercial Driver’s License and Endorsements <ol style="list-style-type: none"> 1.1. The District will reimburse up to \$25.00 every five years for school bus operator licensure. 2. Physical assessment under Department of Transportation (DOT) regulation <ol style="list-style-type: none"> 2.1. DOT physicals will be available through the District’s medical provider and funded every two years. Any additional exams required for the employee will be the responsibility of the employee. 3. All school bus operators must pass a physical agility exam as outlined in USBE regulation every two years. 4. All school bus operators are required to attend annual in-service prior to operating a school bus. <ol style="list-style-type: none"> 4.1. CSD employees who attend the District’s in-service will be compensated at their current daily rate. If an employee attends in-service training offered by the state or another District, they will not be compensated. 5. All school bus operators will attend and maintain current required trainings as defined by state regulation. <p><u>Compensation/Overtime:</u></p>		



1. Drivers shall be paid as follows:
 - 1.1. Driving time, other than field trips and activity runs, shall be paid at the driver's established hourly rate.
 - 1.2. Payment for field trip/activity runs shall be based on actual driving time and layover time plus a one-half hour allowance for inspecting, cleaning and fueling the bus.
 - 1.3. The hourly rate of pay for field trip/activity runs shall be equal to 100 percent of Lane 6, Step 3.
 - 1.4. The hourly rate of pay for substitute bus drivers shall be equal to 100 percent of Lane 6, Step 1.
2. Drivers shall be compensated according to the Standards for Utah School Buses and Operations Manual for time required for pre- or post-trip and for time spent servicing and fueling vehicles.
3. School bus operators are required to obtain approval from the Director of Transportation for overtime.
4. Except in unusual circumstances, drivers shall not be assigned to bus routes or field trip/activity runs which would require them to exceed a 40-hour work week during the traditional calendar year.
 - 4.1. All overtime must be authorized by the Director of Transportation, except under the following circumstances:
 - 4.1.1. If an existing bus route extends beyond the employee's forty (40) hour work week for unforeseen circumstances, overtime is authorized.
 - 4.1.2. If an existing activity run extends beyond the employee's forty (40) hour work week for unforeseen circumstances, overtime is authorized.
5. Non-benefitted bus operators will not be allowed to work more than 28 hours in a work week without approval from the Director of Transportation and Human Resources.

This online presentation is an electronic representation of approved Canyons School District's Administrative Regulations. It does not reflect updating activities in progress. The official, authoritative administrative regulations are available for inspection in the office of the Superintendent located at 9361 South 300 East Sandy, UT 84070.