

Policy 4250 Bus Drivers

Bus Drivers:

Bus drivers are selected from qualified applicants by the superintendent and recommended to the Board of Education for employment. Bus drivers must meet all the requirements prescribed by Nebraska Law.

Benefits: See Policy No. 4220.1 for Benefit Schedule

Bus Routes: Bus Drivers will be paid on a per-route **bases basis**. Route Pay includes the following Duties:

1. Follow and comply with all state and national traffic and safety regulations.
2. The driver must complete and document pre-and post-inspections prior to the first route of the day and after the last route of the day.
3. Make minor repairs to vehicles.
4. Report any bus malfunctions or needed repairs.
5. Follow strict time schedules.
6. Prepare and submit reports as required. Maintain knowledge of first-aid procedures.
7. Keep bus interiors clean for passengers and clean the exterior of the bus at least once a week and additional times as needed.
8. Report delays, accidents, or other traffic and transportation situations.
9. Regulate heating, lighting, and ventilation systems for passenger comfort.
10. Escort small children across roads and highways if a responsible adult remains in the vehicle.
11. Perform first aid as necessary for the purpose of meeting the immediate health care needs of passengers.
12. Perform other tasks or duties as assigned by the Superintendent, Principal or other supervisors.

See Job Description C08 for more specific job requirements.

Bus drivers will be paid at an hourly rate established annually by the Board for school activity and field trips.

Bus Drivers can choose to have the pay for their yearly* scheduled routes annualized but will not be classified as salaried employees. When a driver is unable to drive and has no leave available, route pay will be deducted fully during the pay period. Substitute drivers will be paid for each route driven.

*** Calculated on five (5) days less than the number of student days on the official school calendar. On the sixth student day and any day thereafter is canceled or not in session for any reason, the pay for these days will be deducted on the next schedule pay. Any of the five days not included in the annualized pay but school was in session, will be included in the August pay period.**

Legal Reference: Neb. Rev. Stat. § 79-608
NDE Rules 91 and 92

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