

School Board Agenda Item CC-3
October 16, 2012

Executive Summary

Proposed Revised Job Description and Minimum Qualifications for the
Relief Bus Operator Position

Background: This item is being recommended for School Board approval to meet requirements for revised job description.

Position Title: **Relief Bus Operator**

Division/Department: Strategy & Operations / Student Transportation & Fleet Services

Pay Grade Level: N/A - **Hourly Rate:** \$11.58 - \$21.74 **Point Range:** N/A

Salary Schedule: **FOPE – Bus Operators Salary Schedule**

Recommended Policy Status: Non-Chart Job Description - **First** Reading

Rationale: The job description for the Relief Bus Operator is being revised to assist the District in attracting qualified candidates. The revision of the job description will align the requirement of the job with those of neighboring Districts, and it will broaden the pool of qualified candidates to apply and meet minimum job requirements.

The purpose of this job is to transport students between a designated location and the schools and/or to special destinations safely and promptly. Responsible for daily safety inspection and care of the vehicle operated.

Revision of the job description does not impact the pay rate of the position. Any vacant position will follow the standard advertising and selection process.

Prior to the recommendation to the School Board for approval, the revisions to the job description were reviewed and accepted by the Federation of Public Employees.

Cost: There is no financial impact to the District.