

EMPLOYMENT OF ADULT SCHOOL BUS DRIVERS

It is the belief of the Montgomery County Board of Education that the majority of adult bus drivers should be employed from among those individuals who are employed by the school system. The board of education believes that the interest of student safety can best be met when school bus drivers are available at school throughout the day. Therefore, the Montgomery County Board of Education enacts the following:

It will be the policy of the Montgomery County Board of Education that bus drivers who are employed by the school system will be selected from among adults who are eighteen (18) years of age or older, members of the school staff who are employed as teacher assistants, technology assistants, cafeteria staff, custodial staff, and non-employees of the school system. Serving as a school bus driver will be a condition of employment for cafeteria staff, custodial staff, teacher assistants and technology assistants.

The board of education may find it necessary to terminate employees in the categories named above in order to fill positions by individuals who agree to drive a school bus. All existing job descriptions affected by this policy are hereby amended to include driving of school buses as part of the duties.

ADMINISTRATION OF BUS DRIVER EMPLOYMENT

- As of November 7, 1995, any new employee in the categories listed is required to be licensed to drive a bus within 120 days of employment.
- All individuals in those categories will be required to possess a bus license and drive if needed
- All individuals employed in these categories since July 1, 1991, will be required to have bus license and drive if needed. Failure to accept this duty could result in termination of employment. All individuals within this category will be reviewed on a case by case basis.
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- Effective May 1, 2011 bus drivers are limited to a six (6) month medical exemption or face possible termination if they are unable to drive after that length of time.
- Licensed bus drivers assigned to one campus may be required to drive for another school on an as needed basis.

- Administrators are encouraged to schedule hours to benefit those driving a bus. Every effort will be made not to exceed a 40-hour workweek for noncertified personnel; however, overtime will be allowed when it is prudent and the most feasible action to take. Overtime will need approval of the central office.
- In the category of cafeteria employees, the cafeteria manager and one other cafeteria employee selected by the manager are exempt because of the necessity of the presence of at least two people for the preparation of the breakfast program.
- Employees will not be held captive. No full-time employees will be taken off the clock except for special arrangements. Example: A custodian that performs some duties during the school day and some duties at night.

Legal References:

Adopted: May 1, 2000

Updated: November 2, 2009

Updated: April 5, 2011