

April

2012

TRANSCRIPT: 4



MISSION STATEMENT:

SUPPORTING ACADEMIC ACHIEVEMENT THROUGH
SAFE AND PUNCTUAL TRANSPORTATION SERVICES.

Transportation Transcript

SUPERINTENDENT'S MESSAGE: MARYELLEN ELIA

It's hard to believe that there are only two more months until the end of the school year. When you are busy, time goes by quickly, and I know that the Transportation Department is as busy as anyone in the district. Thank you for your dedication and your love for our children.

We are just finishing up the process of installing new radios in all buses. The system will be completely operational by July, when our new tower and repeater go into service. I thank you for your cooperation in implementing the new system. I hope it makes your job easier. I know it will make our children safer.

FCAT took place the week of April 16th. As you know, the results of the state tests are vital to our students and our district. You play an important role in ensuring good FCAT scores. By making sure that our children arrive on time and ready to take the test, you set the stage for their success. The children will be feeling the stress associated with the tests, and the orderly process of transporting them to their schools has a calming and focusing effect. I am well aware of your role in our past FCAT achievements and I want to thank you in advance for your help this year. I can think of no better example of the importance of a team effort than FCAT.

Please know that you are constantly in our thoughts as we plan the future of our great school district. Thank you for making sure our children arrive at school safe, on-time, and ready to learn every day.



WORDS FROM THE CHIEF FACILITIES OFFICER: CATHY VALDES

In addition to improved communications with our radio system that will be completed and in place by the beginning of next school year, we are completing our plan to have a digital camera on every bus, including our spares. As you have made us aware, it is important to have a reliable video record of events that have transpired on a bus. The digital camera/DVRs will provide greater storage capacity and higher resolution video and will aid in improving student safety and provide a mechanism to assist in incident management and risk resolution.

One of the school district's major goals is Safety and with the improved radio system and digital cameras, we should be addressing this goal in a positive way. Support of our Transportation Department is vital to achieving district goals and objectives. We appreciate the efforts of all of our Transportation employees.

I really enjoyed seeing many of you at the Transportation Spring Rally. What a lovely day and the County Fairgrounds is a wonderful place to have such an event. As for the hot dog eating contest, I saw a side of Mr. Franklin I had never seen before! His talents never cease to amaze. A winner for sure!!!

MESSAGE FROM THE GENERAL MANAGER: JOHN FRANKLIN

Hero Alert: I want to open my presentation with a compliment to Mr. William Westcott, Area II bus driver who applied the Heimlich maneuver to a student who was choking on a piece of candy on Friday afternoon, March 30, 2012. Mr. Westcott was cited by the Principal at Gaither, Ms. Marie Whelan for this meritorious act. Mr. Westcott, like most of our bus drivers, humbly accepted the compliment responding that it was all in a day's work for a professional bus driver in Hillsborough County. I want to share my praise and appreciation to Mr. Westcott as well as all bus drivers and riders who perform countless acts of heroism to keep our students safe.

Safe Driving: Recently, I had the opportunity to speak to Mr. Glen Lathers, Manager of District Safety as well as Mr. James Murman, Risk Management Attorney for the School District. Both complimented the Transportation Department's accident record and reflected on the safe/defensive driving habits of our bus drivers helping to ensure that we operate our buses in the safest manner possible. Nice job to everyone from our Training team to each and every bus driver and mechanic.

Radio Update: Andrew Smith, Communications Technician, has been conducting a number of driver focus groups to gather feedback on our newly proposed radio procedures. Your input and suggestions are valuable as we prepare to launch the new system this summer.

Training: Our Department must keep pace with changing regulations, practices and technology, I am proud to report that some of our team members and their training:

Debbie Bundy, Area V Field Operations Supervisor, Tina MacMillan, Area I Field Inspector and Twyla Tillman, Recruitment and Safety Specialist to the Edupro Group's National Conference and Exhibition on Transporting Students with Disabilities in Orlando. All three went to an eight hour class and were certified on Child Passenger Safety Restraint Systems. Many of you will be getting updates from the informative items learned.

Phil McLeod, Fleet Maintenance Supervisor as well as James Berger, Mechanic II, will be heading off to High Point, North Carolina to attend the Thomas Built Buses hands-on Maintenance training. This comprehensive school includes advanced electrical classes, EPA emissions systems, coolant , maintenance and cost savings and multiplex, service link troubleshooting.

More technical training is scheduled for the summer to ensure our mechanics are trained on the latest applications, techniques and strategies for keeping our fleet in top shape.

Health, Stress and Being The Best Professional Bus Driver Possible: Let's be honest, driving a bus is stressful. Each of you can sit and share a variety of stories about difficult traffic conditions, student behavior and challenging parents that elevate your stress levels. We all must be mindful of how best to address the stress in our lives. You will be seeing a number of articles in future editions addressing healthy living, stress reduction and other tips that help you maintain peak performance as a professional bus driver.

I want to thank each of you for your tireless devotion to the students of Hillsborough County Schools and the safe operation of our buses. Thank-you also to those of you who avail yourselves in-between runs, at night and on weekends to support our students transportation needs with field trips, ELP, activity and CBT runs.

The Homeless Education and Literacy Team, HELP, would like to extend our appreciation for all you do for our homeless students. Please share with your bus drivers and other transportation staff. Thank You, Thank You.



SHOP TALK WITH MR. KENNETT

BUS WASHING AFTER SPRAYING

When a bus has be found by the DOE inspector to require pest control to spray for bugs this is the procedure. Maintenance Control will open a work order with the pest control department. After the bus has been sprayed Maintenance Control will e-mail the Area Offices. The Area offices will submit a request for cleaning to Julia Berry for cleaning to remove the pesticide. Once the bus has been cleaned Julia will notify the Area Office that the bus is ready for pickup.

PRE-TRIP INSPECTIONS

The most important task that each driver will perform everyday is the Pre-Trip Inspection of their bus. In order to obtain a CDL license you must be able to pass the Pre-Trip Inspection Test which is included in your Skills Test. This test is given and drivers must pass it in order to know whether or not the bus is safe to drive each and every day. The inspection wills aide you in finding deficiencies that could cause an accident or vehicle breakdown. The following items should be checked everyday before a driver operates the bus to transport students: Tires and rims, brake drums and shoes, steering, Suspension, frame, exhaust, emergency equipment, emergency and service brakes, engine compartment and all fluid levels, gauges, operator controls, wipers, lights, windows and mirrors, seat belt, body for damage, and look for any fluid leaks.

RETURNING A SPARE BUS

There have been some questions on the policy of how to return a spare bus to the shops. The procedure is as follows. Spare buses must be returned to the shop that they were issued from. Spare buses being returned must be swept, windows closed, fuel tank full, and all deficiencies reported in writing to the spare clerks. Do not attempt to turn in a spare between runs if you do not have the time to get it inspected, as all spares will be inspected by the spare clerks. Make sure if you bring the spare in for DOE inspection or a quick repair that the bus is fueled and cleaned before hand. This is so that the driver getting the spare next will receive a fully functional bus.

ISSUING OF SPARE BUSES

A driver will be we issued the best bus that is an available spare bus, which fits their needs. Many times this means, as an example, an assigned drivers bus, which is a 5-wheelchair breaks down and the driver needs a spare. The best available spare, which was issued to the spare office, by Operations after the bus re-classification, is a 3-wheel-chair. That is the bus will be issued to the driver. Drivers will need to work with their area supervisor on how to cover their run. Please understand that even though the spare offices can not accommodate every ones needs, they will do the best they can to do so. Also remember that when you receive a spare you must give the spare person the keys to your assigned bus. If any problems or deficiencies are noted when a driver Pre-trips the spare before taking it, the bus should be taken to Maintenance Control before you leave the shop area and the deficiencies noted. This includes mold, low on fuel, or any Pre-trip items found not to be to standard.

DOE INSPECTIONS

Buses reporting for their DOE inspections must be fueled and cleaned before they are turned in for DOE inspection. Please do not leave any personal items on the bus as Fleet can not be responsible for those items. Do not tape, paint, or glue any items to the bus windows as this will cause your bus to fail DOE due to the states standards. We are also finding many safety violations due to unauthorized cleaning products, aerosol cans, and lose objects on the bus. Do not wait to turn your bus in with a long list of repairs on its DOE inspection date. This just makes the wait longer for you because time is needed to make repairs. If you have a problem with your bus between DOE inspections bring it to quick repair and have it fixed to save time on your DOE inspection date.

From Jeff Hurst:

You can not order uniforms for the 2011-2012 school year after May 1st.



COMMENTS FROM ADMINISTRATION MANAGER: WILLIE CAMPBELL



Staff Changes:

Due to the resignation of an Administrative staff member the below changes are being made to serve you better.

Sade Tolbert has been transferred from her billing function to payroll. She is replacing Presil Conus who is resigning. Sade is responsible for the payrolls of Area 1, Area 2, Area 3 and Magnet.

Robina Ware has been transferred from Extra Duty (Activity, ELP, and CBT) to billing.

Sunpasses:

This is a reminder that the Crosstown and Veterans Expressway is not to be used unless a request is submitted to Administration by your supervisor and the request is approved by the Administration section. We are comparing data received from the two agencies to our list of authorized drivers, and notify those drivers of their unauthorized use of the crosstown.

Fieldtrips:

As we approach the end of the school year, the Field Trip staff would like to thank you for supporting our students.

Field trips provide a valuable educational opportunity for students or in the case of some year-end trips a reward for a job well done. The month of May is a very heavy field trip month and we will need your continued support to accommodate the many requests.

School personnel have work hard to arrange trips for their students and have received the necessary permission from the student's parents. The only remaining step is for the buses to arrive on time.

When your trip ticket is received in the mail, please confirm by the next day. This will help ensure that each school receives the buses they requested.

IMPORTANT DATES

April 27, 2012-Extended School Year Program Applications due.

Early Exam Release– June 4th thru June 8th.

June 8th– Last day for students. Dismissal will be 2.5 hours earlier.

June 11th-Post Planning. DRIVERS ONLY



Heavy Fieldtrip Dates:

May 2,3,4,10,11

May 18th– Patrol Picnic

May 24th, 25th

Holidays:

May 28th-Memorial Day

HEALTHY TIPS TO BEING A GREAT EMPLOYEE!



Start your day with breakfast.

Breakfast fills your "empty tank" to get you going after a long night without food. And it can help you do better at work. Easy to prepare breakfasts include cold cereal with fruit and low-fat milk, whole-wheat toast with peanut butter, yogurt with fruit.

Get Moving!

It's easy to fit physical activities into your daily routine. Walk to see friends. Take a 10-minute activity break every hour while you read or watch TV. Climb stairs instead of taking an escalator or elevator.

Snack smart

Snacks are a great way to refuel. Choose snacks from different food groups - a glass of low-fat milk and a few graham crackers, an apple or celery sticks with peanut butter and raisins, or some dry cereal.

Balance your food choices - don't eat too much of any one thing.

You don't have to give up foods like hamburgers, french fries and ice cream to eat healthy. You just have to be smart about how often and how much of them you eat. Your body needs nutrients like protein, carbohydrates, fat and many different vitamins and minerals such as vitamins C and A, iron and calcium from a variety of foods. Balancing food choices from the Food Guide Pyramid and checking out the Nutrition Facts Panel on food labels will help you get all these nutrients.

Eat more grains, fruits and vegetables.

These foods give you carbohydrates for energy, plus vitamins, minerals and fiber. Besides, they taste good! Try breads such as whole-wheat, bagels and pita. Spaghetti and oatmeal are also in the grain group.

Bananas, strawberries and melons are some great tasting fruits. Try vegetables raw, on a sandwich or salad.

Message from District Safety on Seatbelts:

This is to remind all employees driving District Vehicles that seat belt use is mandatory. Below is a copy of the section of the Districts Safe Driver Plan that pertains to seat belt and electronic communications (cell phones). Also, drivers are reminded that on June 30, 2009 use of a seat belt became a primary law in the State of Florida and as such the driver of a vehicle can be stopped and ticketed solely for not using a seat belt.

EMPLOYEE RIGHTS / RESPONSIBILITIES

Each employee to whom this Plan applies is to be given an opportunity to read this Plan and have all questions answered by the immediate supervisor. Each employee must sign a form indicating that he/she has read and understood this Plan. The signed form will be made part of the employee's personnel record. The employee is required to acknowledge continued understanding of this Plan by re-reading and re-signing at least every three years. All drivers of any District vehicle must wear seat belts while operating vehicles, if so equipped.

Employees shall not send or receive text messages or e-mails on any electric device while operating a District vehicle. Any employee responsible for transporting students is not permitted to use an electronic communications device such as: cell phones (including direct connect/push to talk), tape recorder and/or use other devices such as: headphones, ear piece/Bluetooth, etc. when operating a Hillsborough County Public School District owned or leased vehicle when in motion.

Operation of these devices while vehicle is in motion will result in disciplinary action.



CHANGE OF POSITIONS and New Employees

Mr. Derek Easterling - Field Inspector
Area V

Mr. Edward P. Collado - Mechanic II
Fleet Maintenance - Harney Road

Mr. Jim Fabiano - Electronics Technician II
Fleet Maintenance - Harney Road

Ms. Loretta Nemath - Maintenance Unit Clerk
Fleet Maintenance - East Bay

Mr. Carl Jaikaran - Electronics Technician II
Fleet Maintenance - Harney Road

CALLING ALL SINGERS

Transportation employees have been invited to participate in a musical presentation at Middleton High School on Monday, June 4th, 2012. If you would like to sing with the students from Potter, Just and Sulphur Springs, please contact Victoria Filmore at 982-5536. The songs will be medley of gospel hits



GET WELL: Tim Driggers, Donna Johnson, Rosa Mack, Monica Knight

SYMPATHY: Brenda Benitez-sister, Sylvia Thompson-grandfather, Daisy Gay-mother, Israel Carrion-mother

NEW RADIO INFO FROM THE RADIO COMMITTEE

We have been waiting for a new radio system for the last 20 years.

All buses/fleet vehicles now have been installed with new radios as of 4-18-12. Thanks for your patience and working with us on the install. TBA Communication did a good job on installing. The actual change over to the repeaters/antenna will be in July and then you should be hearing a great increase in reception and coverage.

You may have heard new radio codes and call signs being used on the radio the last few weeks and are wondering what that is all about? There will be a meeting held at Harney Rd until further notice every Tuesday & Thursday mornings @ 10:15 am on the New Radio Procedures for any Drivers, Riders and Field inspectors who have not already attended. The new radio procedures will go in affect for the new school year 2012-2013.

The meeting will be held in the drivers lounge or the classroom if it is available. Please attend if possible, those that do will have a better understanding of the codes being used and they can share with their co-workers that cannot attend.

Reminder to always turn your radios on when you start your buses they do power down when the engine is shut off to help keep them from draining the batteries, and please do not hold the button in and slide it over till it sticks in the on position to keep from having to turn it back on it will burn the radio out.

