



Lincolnshire-Prairie View School District 103

Memo

To: Board of Education
From: Anthony Mendoza, CDPT
CC: Dr. Scott Warren
Date: December 4, 2024
Re: Transportation Snapshot

Employee Relations & Recruitment

Vacancies

- School Bus Driver (2)
- Van Driver (0)
- Bus Monitor (1)

One driver on FMLA.

Fleet Maintenance Unit

B19 - Down - Brake pressure light (*third time this bus was sent back for the same issue*)
B9 - Down - Roof hatch alarm inoperative (*frayed wiring*)
B20 - Down - Service door motor inoperative (*part ordered*)

Safety & Training Unit

The Safety & Training Supervisor position is still open. Two of our school bus driver trainees have successfully completed their training and are now driving their assigned routes. The last trainee is in the behind-the-wheel phase of training and is on track to be fully certified before Winter Break.

TRAINEE	*TRAINING STEP	TYPE	AS OF
Aguilera, Cesar	5. C. I	Bus Driver	12/4
<i>Shaw, James</i>	<i>First Day - 1/7/25</i>	<i>Bus Driver</i>	<i>12/4</i>



***TRAINING STEPS**

1. Transporting Students with Special Needs (as required by D103)
 - a. First Aid & CPR Certification
 - b. Specifics on working with students with disabilities
 - i. Medical Concerns
 - ii. Behavior Concerns
2. Entry Level Driver Training (as required by the USDOT FMCSA)
 - a. Theory Class on:
 - i. Class B CDL Endorsement
 - ii. Passenger Endorsement
 - iii. School Bus Endorsement
3. 8-Hour Initial School Bus Training Class (as required by ISBE)
4. Written Tests (as required by the Illinois Secretary of State)
 - a. Passenger Endorsement
 - b. School Bus Endorsement
 - c. Class B CDL Endorsement
5. Entry Level Driver Training (as required by the USDOT FMCSA)
 - a. Class B Endorsement
 - i. Behind the Wheel Range Driving
 - ii. Behind the Wheel Public Road Driving
 - b. Passenger Endorsement
 - i. Behind the Wheel Range Driving
 - ii. Behind the Wheel Public Road Driving
 - c. School Bus Endorsement
 - i. Behind the Wheel Range Driving
 1. Pre-trip Inspection
 2. Parallel Parking
 3. Alley Dock Parking
 4. Offset Backing
 5. Straight Line Backing
 - ii. Behind the Wheel Public Road Driving
6. Driving Test (given by the Secretary of State Office)