



Hallsville ISD Transportation Department Board Report: December [2025]

I. Executive Summary

December has been another **highly successful and effective month** for the Hallsville ISD Transportation Department. Our team maintained its commitment to providing safe, reliable, and efficient service throughout the holiday schedule adjustments and the beginning of winter weather, reflecting the professionalism of our drivers and staff. We are proud of the team's ability to navigate this busy period with minimal disruption.

A significant departmental achievement this month was the **successful completion and submission of the State Operations Report (TOR) for the 2024-2025 school year**. This mandatory report is critical for determining our state transportation funding allotment for the next fiscal year.

II. Key Personnel & Staffing Update

The department's success is a direct result of our outstanding personnel. However, we note key staffing changes that require continued focus.



Recognition of Service and Farewell

- We recognize and express our deepest gratitude to **Mike Mitchell**, Driver and Mechanic, who will be retiring at the end of December. Mike has been an invaluable member of the HISD family, and his dedication to both the students on his route and the critical maintenance of our fleet will be sincerely missed. We wish him all the best in his well-deserved retirement.



Current Staffing Status

- **Driver Position:** We are pleased to report that we have successfully hired a replacement for Mr. Mitchell's daily bus route, ensuring service continuity for our students in January.
 - **Total Vacancies:** The department currently remains **one (1) driver short of being fully staffed**, a critical but manageable shortage that is being covered by coaches and other drivers.

- **Mechanic Position:** We are actively searching and interviewing candidates for the vacant **Mechanic position** that Mr. Mitchell is vacating. This position is vital to maintaining our fleet's safety and reliability, and we are prioritizing a quality hire to minimize reliance on external contracted services.

III. State Transportation Operations Report (TOR) & Annual Mileage Data

The mandated Texas Education Agency (TEA) State Operations Report for the 2024-2025 school year has been completed and submitted. We have also compiled the final Annual Mileage Report, detailing all miles driven for the previous year.

Detailed Annual Mileage Breakdown:

The 685,610 total annual miles are broken down as follows:

Mileage Category	Regular Routes (Miles)	Special Needs (Miles)	Category Total (Miles)
Route Related Service	414,059.8	118,318.8	532,378.6
Extracurricular	147,414.0	4,534.0	151,948.0
Non-School	0.0	0.0	0.0
Other Use (Maintenance/Admin)	1,026.72	256.68	1,283.4
GRAND TOTAL	562,500.52	123,109.48	685,610.0

IV. Looking Ahead: January Focus

- **Mechanic Recruitment:** Our primary focus will be on filling the open Mechanic position to ensure our fleet maintenance schedule remains uninterrupted and to preserve the safety and lifespan of our vehicles.

- **Post-Break Operations:** Executing a smooth return to the full route schedule following the winter break, focusing on on-time performance and safe bus stop procedures in potentially colder weather.
 - **Compliance:** Beginning preparations for the next phase of required state compliance reviews.
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Thanks,
Roy Presley
Director of Transportation