

**BIG HORN COUNTY SCHOOL DISTRICT NUMBER ONE**

Box 688

Cowley, Wyoming 82420

POLICIES AND REGULATIONS

FILE: GDB-R\*

**BUS DRIVER COMPENSATION PLAN**

Regular Route Drivers

DEFINITION: A regular route driver is one who drives a bus which transports students from home to school and from school to home, including those who are being transported home after having attended school during regular school hours, and who remain after school for athletic practices or other approved extra curricular activities.

SALARY: Regular route drivers shall be paid the approved hourly rate for actual route driving time as reported to the district office on their transportation report at the beginning of the school year. This time is subject to change if the length of time either increases or decreases significantly during the year.

Each regular route driver is expected to attend up to eight (8) hours of approved in-service training during the year. They will be paid for this time at their regular hourly rate.

Drivers will be paid extra to periodically clean and wash their buses. To receive payment they must submit a payment voucher to the transportation director for approval. The pay for cleaning and washing the bus will be at the rate approved by the board.

Activity Bus Drivers

DEFINITION: An activity bus driver is any qualified and approved driver who drives any school vehicle used to transport students, employees, or any other personnel to any school sponsored event or program when authorized by the Superintendent and/or the Board of Trustees, excepting a vehicle providing transportation which has otherwise been contracted for by the school district, or regular route buses which provide regular daily transportation from home to school and school to home.

SALARY: Activity bus drivers shall be paid the approved hourly rate established by the Board of Trustees for the total actual trip time. With deductions for sleeping time as allowed for by law as described below. Time spent servicing the bus before or after a trip including gassing up, checking oil, warming up or cooling down the bus engine, cleaning the bus, or other similar routine servicing activities, will be paid for at the same hourly rate. Drivers are to report this as PREPARATION TIME on the Activity Trip Report form.

DEDUCTIONS: It is legally permissible to make deductions for sleeping time. A deduction of eight (8) hours in every twenty-four (24) hour period will be made for sleeping time.

OVERTIME: The time and one-half (1 1/2) hourly overtime rate will be computed and paid as provided by law.

SLEEPING TIME: Bus drivers must not drive to or from activity trips without adequate sleep. We expect a driver to have eight (8) hours sleep in every twenty-four (24) hour period. Since we are deducting that amount when figuring the drivers salary, principals are expected to ensure that provisions are made for drivers to have a place to sleep and that they do in fact get adequate sleep when going on trips that are twenty-four (24) hours or more in duration.

MEALS: Bus drivers will be provided meals at district expense on activity trips.

Activity Trip Report

Payment for activity trips will be based on the information supplied by the driver on the Activity Trip Report. These reports must be submitted promptly to the transportation director and the district office after each trip.

Adopted: Sept. 12, 1985

Revised: 1/1/86

Revised: 4/10/86

Revised: 06/14/2011