

Transportation Updates

10/28/08

This is an update as to where we are at with the integration between BusBoss and Pentamation System

- Busboss has been updated to the latest revision and the new maps have been loaded. We are in the process of updating all the routes. The District's Pentamation program is now interfacing with BusBoss. Changes in Pentamation are now being updated in BusBoss.
- We are getting this years odometer sheets in from the contractors and entering data into the system. I have set up a couple spreadsheets to help keep track of mileage and time runs of each bus for a report requested by a board member and to keep better track of required info on each driver. I am also revising the filing system to keep better track of documentation required by the auditors.
- I will be riding various buses and vans next month and reviewing the current routes and making adjustments as needed to make sure we are being as efficient as possible.
- I would like to add a full time secretarial position to this department to help with data input and record keeping. Right now we have a secretary for 3.5 hours a day which helps but having person for the whole day would free me up to do administrative duties such as revising the safety manuals and dealing with problems and parents. I could redistribute the duties between my full time secretary and the new person to make sure the office runs more efficiently. This person could also help in the purchasing department doing orders when my purchasing secretary gets busy with orders or is off.