



SHAFFER P.R.I.D.E.

Shaffer Elementary School

"Excellence In Education"

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BOARD OF TRUSTEES

Lynda Joseph

Megan Gray

Kyle Parady

Silas Rojas

Shayne Hecox

Joshua Blackburn

Superintendent/Principal

Job Title: Transportation Coordinator / Bus Driver

School Year: 2026–2027

Work Schedule: 200 days (11-month position)

Position Summary

The Transportation Coordinator / Bus Driver is responsible for coordinating and operating the District's student transportation program while safely driving school bus routes as assigned. This role ensures efficient routing, regulatory compliance, student safety, and effective communication with families and staff.

Key Responsibilities

Coordinate daily operations of the District transportation program

Drive regular and substitute bus routes as needed

Develop and maintain bus routes, schedules, and student rider rosters

Communicate with parents/guardians regarding transportation matters

Coordinate substitute drivers and ensure adequate route coverage

Ensure compliance with CHP regulations, licensing, inspections, and required documentation

Coordinate with maintenance providers or bus leasing entities for repairs, inspections, and operational needs Monitor and promote transportation safety and efficiency

Assist with field trips, special routes, and emergency transportation needs

Perform other duties as assigned by the Superintendent/ Principal

Compensation

Starting pay: **\$25.00 - \$29.24 per hour**

8 hours per day, based on a 200-day work year

Initial placement based on experience and qualifications

Overtime opportunities may be available based on operational needs and are compensated per applicable agreements and law

Benefits

Eligible for the District's Universal Health Insurance Plan, vision, and dental benefits in accordance with the applicable collective bargaining agreement.

Minimum Qualifications

Valid California Commercial Driver License (CDL) with required endorsements

Valid California School Bus Driver Certificate

Valid Medical Examiner's Certificate

Ability to maintain all required certifications throughout employment

Evaluation

Performance will be evaluated by the Superintendent/Principal in accordance with District procedures

Compliance Requirements

Must comply with all federal and state laws, District policies, safety regulations, and administrative directives
