



To: All Permanent Bus Drivers and Permanent Bus Aides  
From: Evie Strader – Operations Manager  
Re: Summer Bid Dates  
Date: April 25<sup>th</sup> 2018

The Summer School Schedule for 2018-2019 has been set as noted below, session times and bid dates are listed. **Summer School bids are subject to change and or cancellation based upon District enrollment, programs and needs of the districts.** Any change in bid dates and or times will only be posted on the **designated bid board** outside the Special Needs department. It is not known at this time how many routes will be available for both driver positions and bus aide positions. It is strongly encouraged that you attend the bids if you wish to bid. The agency has the right to combine upcoming programs, in accordance with the collective bargaining agreement with existing programs to provide the most cost effective service to our member districts.

All bids will be held at 9:30 am on the date listed, employees only should be present at bid, no children should be brought to bid.

<b><u>BID DATE</u></b>	<b><u>PROGRAM</u></b>	<b><u>PROGRAM DATES</u></b>
06/06/18	WESTSIDE SCHOOL DISTRICT (SPECIAL NEEDS)	06/11/18 through 06/29/18
06/06/18	AUTISM ACADEMY (SPECIAL NEEDS)	06/11/18 through 07/20/18
06/21/18	LANCASTER SCL DIST. (SPECIAL NEEDS)	07/02/18 through 07/30/18
06/21/18	PALMDALE SCHOOL DISTRICT (SPECIAL NEEDS)	07/02/18 through 07/27/18
06/21/18	MIGRANT ED (GENERAL ED – TRANSIT)	06/25/18 through July - TBD
06/21/18	HIGH SCHOOL DISTRICT (SPECIAL NEEDS)	07/02/18 through 07/27/18
06/21/18	KEPPEL SCHOOL DISTRICT (SPECIAL NEEDS)	07/02/18 through 07/30/18

**(SEE REVERSE SIDE FOR FURTHER IMPORTANT INFORMATION)**

## **IMPORTANT DATES TO NOTE:**

\* 2018/2019 EMPLOYEE ORIENTATION, **JULY 30<sup>TH</sup> & JULY 31<sup>ST</sup> 8:00 TO 12:00**  
AT LANCASTER HIGH SCHOOL\*  
**\*ORIENTATION IS MANDATORY, EMPLOYEES ONLY, NO CHILDREN ALLOWED \***

\* 2018/2019 BID WILL BE **WEDNESDAY AUGUST 1<sup>ST</sup> 2018 @ 9AM FOR DRIVERS**  
**AND 1:00 PM FOR BUS AIDES\***

**ALL DRIVERS WISHING TO BID ON A COVER CONTRACT MUST BE QUALIFIED IN BOTH TRANSIT AND SPECIAL NEEDS. THE DRIVER MAY BID A COVER ROUTE IN TRANSIT OR SPECIAL NEEDS BUT WILL BE USED IN EITHER DEPARTMENT WHEN NEEDED TO GET ROUTES COVERED.**

**\* SPECIAL NEEDS CONTRACTS WILL START THURSDAY, AUGUST 2<sup>ND</sup> \***  
AUGUST 2<sup>ND</sup> PARENT CALLS & PREPPING YOURS BUSES  
AUGUST 3<sup>RD</sup> WILL BE PROFICIENCIES

**\* TRANSIT CONTRACTS WILL START FRIDAY, AUGUST 3<sup>RD</sup> \***  
PREPPING YOUR BUSES

**\* DRY RUNS FOR ALL WILL BE MONDAY, AUGUST 6<sup>TH</sup> \***  
AUGUST 6<sup>TH</sup> WILL BE DRY RUNS, ROUTES WILL BE RUN ACCORDING TO YOUR ROUTE SHEETS AND SCHEDULED TIMES, DRY RUNS WILL BE TREATED AS A NORMAL WORK DAY, SO ROUTES MUST BE RUN AT THE TIMES ON THEIR ROUTE SHEET

### **OTHER IMPORTANT INFORMATION FOR THE FOLLOWING:**

Drivers who Bid Routes with Bus Aides  
Bus Aides  
Cover Drivers  
Cover Bus Aides

- NCI training will be scheduled for the 2018/2019 school year during one or more of the following breaks: Thanksgiving Break, Winter Break, or Spring Break, depending on the availability of an instructor, for all drivers who have bus aides, bus aides, cover drivers, and all cover bus aides. This will be contracted with your route.
- If you received NCI training last year you will not be eligible to take it this year and your contract will be reduced on training days.