

MVP/FOSTER TRANSPORTATION GUIDELINES

- ❖ ALL student information is *STRICTLY CONFIDENTIAL!!!! Always refer to as MVPs.*
- ❖ Student names and locations together are *NOT* to be used on the radio.
- ❖ If you must use names and/or locations, find a safe place to pull over and call the office on the phone. (770) 287-0942
- ❖ All MVP pay must be submitted on the correct form. These forms are subject to the payroll cut-off dates on the payroll calendar.
- ❖ No names or locations are to be written on the pay form. Hours only.
- ❖ Beginning 1/26/2024 drivers will be paid their individual hourly rate (not \$15) for the time they depart from their parking location in the morning until they reach their first stop on their traditional assigned AM elementary route.
- ❖ In the afternoon drivers will count their time from the last stop on their afternoon pm middle/high routes until the bus is at the parking location and all McKinney-Vento students are delivered.
- ❖ You will be allowed to add any time you are supervising an elementary child in-between the afternoon elementary and middle/high routes (what some of you call babysitting). That time will start once you have dropped off your last elementary child (traditional route) in the afternoon and stop once you leave your last campus of the middle/high run.
- ❖ If your McKinney-Vento time exceeds one hour in the morning you will be paid in 15 minutes increments after the hour. For example, if it takes you 1:10 to pick up your McKinney-Vento stops in the morning before your first route student boards your bus, you will be paid for one hour and 15 minutes of your actual daily salary (Not the \$15). The same will be the case in the afternoon.
- ❖ Drivers that are not assigned a morning route but are transporting MVP students will not be eligible to claim extra pay unless approved because of extreme circumstances.
- ❖ Any long-term changes to an existing stop must be communicated to Brian Lovall @ brian.lovall@hallco.org.
- ❖ *If you are scheduling time off or calling off sick, it is your responsibility to find another driver or notify David Childers or Brian Lovall that you have MVP run(s) so that we may try to arrange a substitute to pick up these students.*
- ❖ ***If you are assigned MVPs and getting the min. 1 hour for your own MVPs and then are asked to drive another drivers MVPs, please record this on your MVP form as MVP DB and their bus #. In addition to your MVP hours only 1 DB will be eligible per AM/PM each day for subbing another drivers MVPS.***
- ❖ Students that do not ride for 3 consecutive school days need to be reported to Brian Lovall by email or text message.

PLEASE NOTE THAT THESE GUIDELINES MAY BE UPDATED AS NECESSARY

Updated January 26, 2024