ORANGEBURG COUNTY SCHOOL DISTRICT
We Are One

Office of Student Transportation

SCHOOL BUS DRIVER & BUS MONITOR OF THE YEAR

To Honor the Men and Women Who Safely Transport Our Children Each Day Information and Application Materials: 2024-2025.

PURPOSE

The Office of Student Transportation has established the SCHOOL BUS DRIVER & MONTIOR OF THE YEAR award program to celebrate the work that school bus drivers/monitors do each day in our district. While there are hundreds of people involved in the school transportation enterprise, at the end of the day, it is those school bus drivers/monitors who have the responsibility for safely transporting for nearly 8,200+ children to and from school each day.

It is not our intent to select someone each year who is "better" than all the rest, but to allow ourselves to pause for a moment to recognize someone who is a good school bus driver/monitor measured against the criteria we have defined. This is not a competition, but a recognition and celebration.

ELIGIBILITY

- The driver/monitor supervisor must confirm the overall performance being exceeding the districts and department code of conduct/excellence as so noted in policy and/or guidelines.
- Driver nominee must possess a valid CDL with passenger endorsement, school bus endorsement and no points on their driving record.
- The nominee must have been employed for at least two full years with Orangeburg County School District.
- An individual is eligible to win this award only one time.
- An individual who is nominated, but not selected can be nominated again in the future, but such nominations are not automatic.

APPLICATION PROCESS

The nominating entity or person shall send the following:

- A completed application (see attached)—no other form may be submitted or received.
- At least one photo of the nominee, preferably standing in front of or sitting in a school bus (up to three different photos may be submitted, as they are useful when announcing the award).
- Any testimonials from other drivers, SCDE staff, school officials, parents and students that are available to the nominating entity/person.
- Submit the above-referenced information on or before June 7, 2024, addressed to:

Keith Terry, Director of Transportation
Keith.Terry@ocsdsc.org

CRITERIA FOR AWARD

- Overall Excellence Demonstrated as a School Bus Driver/Monitor (15%)
- Continuity of Service as a School Bus Driver/Monitor (10%)
- The ongoing Display of Professionalism (10%)
- Participation in Local School or Community Events (15%)
- Good Behavior Management 15%)
- Exemplary or Heroic Action Relative to Safety of Riders (15%)
- Participation in Training Above and Beyond Local, State or Federal Requirements (15%)
- Structured Involvement Training or Mentoring Others (5%)

SCHEDULE FOR AWARD

- June 7, 2024: Deadline for Applications to be submitted to Director of Transportation
- July 2024 – October 2024: Applications Reviewed and Selection Process Completed
- February 2025: Presentation of award winner during Bus Driver/Monitor appreciation week.

JUDGING

The Director of Transportation is responsible for judging of all the nominees and reserves the right to include a cross-section of the district and school transportation community in the process of judging and selecting the awardee each year.

The committee further reserves the right to select more than one nominee, but not more than two nominees, if that decision is appropriate given the nominees received in any given year.

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SCHOOL BUS DRIVER/MONITOR OF THE YEAR 2024-2025 APPLICATION

NAME OF NOMINEE: _____

NOMINATOR NAME: _____

NOMINATOR PHONE #: _____

NOMINATOR EMAIL ADDRESS: _____

CRITERIA AND FACTORS FOR NOMINATION AND SELECTION

(Please respond to each factor thoroughly and accurately and provide documentation where such is available and will contribute to the narrative discussion you provide. You may use additional sheets of paper as necessary and appropriate to your nomination.)

Overall Excellence Demonstrated as a School Bus Driver/Monitor (Discuss the overarching reasons why this driver/monitor should receive this award in your opinion and from your observations)

Continuity of Service as a School Bus Driver/Monitor (Discuss the length of time this driver/monitor has performed in continuous service and how his or her service time has contributed to this nomination)

The ongoing Display of Professionalism (Discuss and explain how the drivers exhibits his/her level of professionalism no matter how challenging the situation maybe)

Participation in Local School or Community Events (Discuss how the driver/monitor involvement in local school and community events have contributed to his or her excellence as a driver and how that has contributed to this nomination)

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Special Involvement with Students/Riders (Describe or enumerate activities that this individual has engaged in that benefited students or his/her student riders. This might include work on poster contests or special safety drills or homework projects, etc.)

Exemplary or Heroic Action Relative to Safety of Riders (Share and discuss one or more significant actions taken by this driver that contributed to this nomination.)

Participation in Training Above and Beyond Local, State or Federal Requirements (Describe and enumerate the training and preparation that this individual participated in that stands out as preparing him or her to be a better, safer school bus driver.)

Structured Involvement Training or Mentoring Others (Describe any involvement this individual has had in terms of training for or mentoring of new drivers or aides or others in the employer's organization that makes him or her stand out.)

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CERTIFICATION TO BE COMPLETED BY NOMINATOR

I certify that the information contained in this nomination is true to the best of my knowledge and ability and that it reflects accurately the service and contributions of the individual who is nominated.

NAME: _____ TITLE: _____

DATE: _____ SIGNATURE: _____

CERTIFICATION TO BE COMPLETED BY NOMINEE IMMEDIATE SUPERVISOR

I certify that the driver/monitor nominated for this award has had no preventable incidents/accidents of any kind during the 2023-2024 school year.

I further certify that I am in a supervisor capacity to the induvial who has been nominated and can speak authoritatively to his or her record as a school bus driver/monitor with Orangeburg County School District.

NAME: _____ TITLE: _____

DATE: _____ SIGNATURE: _____