Record the date as each item is completed.

VAN DRIVER MUST COMPLETE

**\_\_\_\_\_\_\_\_\_\_\_\_\_**BCII Background check State and Federal (FBI)

**\_\_\_\_\_\_\_\_\_\_\_\_**Attend TWO HOUR annual In-Service

**\_\_\_\_\_\_\_\_\_\_\_\_** Must review a training manual and video and complete a written

examination with the answers being submitted to ODE’s regional

preservice instructor.

**\_\_\_\_\_\_\_\_\_\_\_\_**A ride-along evaluation must be completed by a district administrator to

ensure his or her driving style and habits are conducive to safe student transportation.

**\_\_\_\_\_\_\_\_\_\_\_\_**Must pass a T8 physical exam administered by a health professional

 designated by the school district.

**\_\_\_\_\_\_\_\_\_\_\_\_**Must have a satisfactory criminal records background check. The initial

 check requires both a state and federal check.

**\_\_\_\_\_\_\_\_\_\_\_\_**Must have a satisfactory motor vehicle driving history check performed in

 the SFPS account.

TRANSPORATION SUPERVISOR COMPLETES

**\_\_\_\_\_\_\_\_\_\_\_\_**Check BMV report from ODE SFPS and print copy and

 driver maintenance page

**\_\_\_\_\_\_\_\_\_\_\_\_**Input T8 medical information into ODE/SFPS

**\_\_\_\_\_\_\_\_\_\_\_\_**Input T9 training info into ODE/SFPS

\_\_\_\_\_\_\_\_\_\_\_Issues a district certificate to the driver