

**MILLINOCKET SCHOOL BOARD POLICY  
STUDENT TRANSPORTATION EMPLOYEE REQUIREMENTS,  
TRAINING AND RESPONSIBILITIES**

**Part I—School Bus Drivers**

A school bus driver is responsible for safeguarding the lives of the students in performance of his/her duty. The work requires physical strength, mental poise, excellent driving skills, ability to cope effectively with emergencies, and the ability to relate positively to students.

All school bus drivers must hold a valid commercial driver's license (CDL) with a school bus endorsement issued by the Maine Secretary of State.

All school bus drivers are required to participate in any in-service training provided by the school unit.

**A. Annual Medical Examination**

All drivers operating a vehicle designed to carry 10 or more passengers must undergo an annual physical examination. Physical examinations shall be conducted by a physician or medical practice selected by the school unit and paid for by the school unit.

Annual examinations must be completed during the month preceding the start of the school year for regular drivers. New and substitute bus drivers must complete the examination before beginning their driving duties.

The Medical Examination Report Form, with instructions, can be found at:  
<https://www.fmcsa.dot.gov/sites/fmcsa.dot.gov/files/docs/MedicalExaminationReportFormMCSA5875.pdf>

The "Medical Examiner's Certificate," to be completed and returned to the school can be found at:  
[http://www.fmcsa.dot.gov/sites/fmcsa.dot.gov/files/docs/Medical\\_Examiners\\_Certificate\\_Form\\_MCSA\\_5876\\_0.pdf](http://www.fmcsa.dot.gov/sites/fmcsa.dot.gov/files/docs/Medical_Examiners_Certificate_Form_MCSA_5876_0.pdf) ]

**B. Drug and Alcohol Testing**

School bus drivers will participate in drug and alcohol testing as required by applicable federal and state laws and regulations.

C. Annual Motor Vehicle Records Check

Each school bus driver operating a vehicle carrying 10 or more passengers shall undergo an annual state motor vehicle records check.

**Part II—Other Employees with Student Driving Responsibilities**

The Superintendent/designee is directed to obtain annual motor vehicle records checks for any school employee who transports students as part of their regular duties.

Legal Reference: 49 CFR Parts 40 and 382  
26 MRSA §§ 685(2); 689  
29-A MRSA §2303

Cross Reference: EEAEAA - Drug and Alcohol Testing of Bus Drivers  
EEAEAA-R - Drug and Alcohol Testing of Bus Drivers—  
Administrative Procedure

First Reading: 1-14-20  
Adoption: 1-28-20