



District School Board of Pasco County  
**BUS DRIVER EVALUATION FORM**

MIS Form #353  
Rev. 2/15

Name \_\_\_\_\_

Employee ID Number \_\_\_\_\_

Location \_\_\_\_\_

DIRECTIONS: Place an (X) in the appropriate box.

	<b>SATISFACTORY</b>	<b>UNSATISFACTORY</b>
1. ATTENDANCE/PUNCTUALITY	<input type="checkbox"/>	<input type="checkbox"/>
2. BUS CLEANLINESS	<input type="checkbox"/>	<input type="checkbox"/>
3. BUS DISCIPLINE	<input type="checkbox"/>	<input type="checkbox"/>
4. COOPERATION	<input type="checkbox"/>	<input type="checkbox"/>
5. DRIVING ABILITY	<input type="checkbox"/>	<input type="checkbox"/>
6. PROFESSIONAL APPEARANCE	<input type="checkbox"/>	<input type="checkbox"/>

Evaluator Comments:

\_\_\_\_\_  
Evaluator Signature/Date

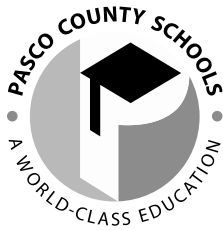
\_\_\_\_\_  
Signature of Evaluator Supervisor/Date

Employee Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Employee Signature/Date

*By signing above, I acknowledge receipt of this completed evaluation form, which will be stored in my official personnel file. My signature does not constitute agreement regarding any ratings or comments made herein. By signing above, I also acknowledge that this completed evaluation form is subject to disclosure under Florida's public records laws.*

DISTRIBUTION: Office for Human Resources and Educator Quality; Evaluator; Employee



## MIS Form #353 BUS DRIVER EVALUATION CRITERIA WITH EXPLANATIONS

1. Attendance/Punctuality: Attends work as scheduled; arrives at assigned work station by the established start time and adheres to break and lunch schedules established by the worksite supervisor; whenever possible, makes timely leave requests in advance of taking leave and with reasonable notice prior to the requested leave; follows the District's leave policies and procedures.
2. Bus Cleanliness: Maintains a clean bus, in accordance with Transportation Services procedures and cleaning/maintenance schedules established or communicated by the worksite supervisor.
3. Bus Discipline: Establishes and maintains order in an environment conducive to student success, safety, and well-being, in accordance with District policy and Transportation Services procedures.
4. Cooperation: Demonstrates a positive attitude and willingness to assist other staff with related work assignments or projects that may not be typically assigned on a routine basis; performs work in a manner that adheres to Transportation Services procedures, guidelines, and instructions provided by the worksite supervisor.
5. Driving Ability: Operates bus in a safe and responsible manner, in accordance with all applicable laws, rules, statutes, District policy, and Transportation Services procedures.
6. Professional Appearance: Maintains a personal appearance that is consistent with the position/assigned duties and in accordance with any applicable dress code of the assigned worksite.