



SACRAMENTO VALLEY CHARTER SCHOOL
Academic Calendar 2026-2027

JULY 2026							AUGUST 2026							SEPTEMBER 2026							OCTOBER 2026																	
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S											
					3	4							1	1	2	3	4	5								1	2	3	4	5								
5	6	7	8	9	10	11	2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10											
12	13	14	15	16	17	18	9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17											
19	20	21	22	23	24	25	16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24											
26	27	28	29	30	31		23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31											
30	31						30	31																														

NOVEMBER 2026							DECEMBER 2026							JANUARY 2027							FEBRUARY 2027						
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S
1	2	3	4	5	6	7	1	2	3	4	5		1	2						1	2	3	4	5	6		
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27
29	30						27	28	29	30	31		24	25	26	27	28	29	30	28							
													31														

MARCH 2027							APRIL 2027							MAY 2027							JUNE 2027						
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S
1	2	3	4	5	6		1	2	3					1	2	3	4	5	6		1	2	3	4	5	6	
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26
28	29	30	31				25	26	27	28	29	30	23	24	25	26	27	28	29	27	28	29	30				
													30	31													

Regular Student Attendance Day: 8:40 a.m. – 2:45 p.m.	Minimum Day for Students: 8:40 a.m. – 1:45 p.m. Teacher Professional Learning Communities	Minimum Day for Students: 8:40 – 12:30 (Parent/Teacher Conferences)
Teacher Workday / PD – No Students	First and Last Day of School for Students	Holiday – No School
Kindergarten Orientation Wed., August 12, 2026 9:00 – 11:00	Total Student Instructional Days = 177 Days	Spring Break – No School
*Family Back-to-School Night: Thu, Sep 3 @4:30-6:00 p.m.	1st Trimester Ends: 10/28/26	Total Teacher Work Days = 180 Days
Progress Reports Due 10/9/26	2nd Trimester Ends: 3/3/27	3rd Trimester Ends: 5/17/27
TK Graduation: 5/24/27	K Graduation: 5/25/27	8th Grade Promotion: 5/26/27

*DIWALI IS SUNDAY, NOVEMBER 8, 2026; *2/12/27 IS LINCOLN'S B-DAY; *2/15/27 IS PRESIDENT'S DAY

Action B.I.

SACRAMENTO VALLEY CHARTER SCHOOL

JOB DESCRIPTION: TRANSPORTATION SUPERVISOR/BUS DRIVER MONDAY- FRIDAY 8-HOURS/DAY, SALARIED EXEMPT SALARY RANGE FOR 200 DAYS/YEAR \$70,000 - \$80,000

JOB SUMMARY:

Under the direction of the Director of Transportation and in coordination with the Principal, the Transportation Supervisor will schedule, coordinate and supervise the scheduling and dispatch of both regular and special education bus routes, van routes, field trips and extracurricular events; supervise the Bus Driver training programs and activities; prepare and maintain accurate records related to vehicles and drivers; assign and review the work of drivers; train, supervise and evaluate the performance of assigned staff.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Schedule, coordinate and dispatch buses and vans for bus and van routes, field trips and extracurricular events; prepare and assign work schedules; prepare bus and van routes and schedules; arrange for, and schedule, substitute bus and van drivers, initiate and develop programs for proper coordination and utilization of equipment and personnel.

Prepare and maintain accurate records related to vehicles and drivers; arrange for and schedule substitute bus and van drivers; assure proper licenses for subs and drivers and maintain accurate records of expiration dates.

Train, supervise and evaluate the performance of assigned staff; recruit, interview and assist in the selection of employees and recommend transfers, reassignment, termination and disciplinary actions; assist drivers in completing injury and accident reports; supervise, coordinate, develop, evaluate and schedule the school bus driver training program; participate in the instruction of drivers for original and renewal licensing.

Assist the Director of Transportation and Principal, in planning, developing, supervising and coordinating safety in-service and classroom workshops; assist bus and van drivers in maintaining an orderly school transportation environment and assure discipline is implemented as necessary.

Conduct studies of traffic conditions, pupil load and distribution and make adjustments as necessary; maintain and prepare a variety of records and reports including average daily attendance, bus/van trip data, driver route assignment and other related information.

Communicate with the Principal (or designee), parents and teachers and resolve issues or concerns, including discipline matters, as needed; resolve and respond to parent complaints.

Make field decisions and recommendations regarding adverse weather, road, bus stop conditions and student safety issues; supervise, coordinate and evaluate the bus and van evacuation safety program.

Assist the Director of Transportation and Principal in the development of policies, regulations and department procedures.

Drive a school bus or van on a regular basis or as a substitute, as needed.

Operate a computer and assigned software

Actum C.I. 1/3

OTHER DUTIES:

Perform the duties of the Director of Transportation in the absence of the Director as related to Transportation as assigned.

Perform related duties as assigned.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. The work environment characteristics and physical demands described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Knowledge of:

- Supervising, training, dispatching, scheduling and coordination of the transportation program.
- Proper operation of school buses and vans.
- Principles and practices of supervision and training.
- Applicable traffic and student transportation laws, codes and regulations.
- Record-keeping techniques.
- Interpersonal skills using tact, patience and courtesy.
- Operation of a computer and assigned software.
- Purchasing of all types of school vehicles
- Drug testing
- FMCSA program

Skills/Ability to:

- Schedule, coordinate and supervise the dispatch of buses and vans for routes, field trips and extracurricular events.
- Prepare and maintain accurate records related to vehicles and drivers.
- Train, supervise and evaluate personnel.
- Estimate and requisition supplies and equipment.
- Drive a school bus and van safely and efficiently.
- Maintain safe discipline level among passengers.
- Apply and interpret policies and procedures related to student discipline.
- Observe legal and defensive driving practices.
- Read and interpret maps.
- Administer first aid to ill or injured children.
- Communicate effectively with others to exchange information.
- Establish and maintain cooperative and effective working relationships with others.
- Operate a computer and assigned software.
- Work independently with little direction.

Licenses, Certifications and other Requirements:

- Valid California Class "A" or Class "B" driver's license with a "P" endorsement.
- Valid California Class C driver 's license.
- Valid School Bus Certificate issued by the California Highway Patrol.
- Valid medical certificate.
- Valid First Aid and CPR certifications.
- Clear driving record for 5 years.
- Pre-employment drug screening.
- Pre-placement physical exam.
- Criminal justice/fingerprint clearance.
- Tuberculosis clearance.

Education and Experience:

Any combination equivalent to: graduation from high school or equivalent and ten years bus driving experience, including ten years' successful experience in dispatching, scheduling, transportation or fleet operations work and working in a lead capacity.

WORKING CONDITIONS:

Work Environment:

- School bus/van and outdoor environment.
- Seasonal heat and cold or adverse weather conditions.
- Evening or variable hours.
- Exposure to fumes, dust, odors, oil/grease and gases.
- Driving a vehicle to conduct work.

Physical Demands:

- Sitting for extended periods of time while operating buses or vans.
- Hearing and speaking to exchange information.
- Reaching, pulling and pushing to open bus doors.
- Bending at the waist, kneeling or crouching to inspect and wash buses.
- Seeing to monitor passengers and operate a vehicle.
- Regularly lift and/or move up to 50 pounds, frequently lift and/or move up to 50 pounds, and occasionally lift and/or move more than 50 pounds.

Hazards:

- Traffic hazards.
- Employee may encounter dissatisfied or abusive individuals.

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed.

NOTE: Safety-sensitive job class. Employees in this job class will be subject to random selection for alcohol or controlled substance testing.

Sacramento Valley Charter School is an equal opportunity employer. It is the policy of SVCS to afford equal employment and advancement opportunities to all qualified individuals without regard to race, creed, color, religion, national origin, ethnicity, ancestry, sex, sexual orientation, age, physical or mental disability, marital status, citizenship status, medical condition, or any other legally protected status.