

Kathleen MacDonald

Objective To obtain a position as a Transportation Supervisor in a school district where I can effectively utilize my 18 years of experience in the pupil transportation management field.

Experience **Transportation Supervisor**

Clifton Board of Education, Clifton, NJ

April 2009 – present

Transportation Supervisor

Wayne Board of Education, Wayne, NJ

Oct 1999 – April 2009

Manage a staff of 94 bus drivers, bus aides, mechanics and office personnel with a fleet of 50-80 vehicles in a large school district (12,000 students)

Coordinate efficient and safe student transportation for 4000 students in public, non-public, special education, vo-tech and charter schools as well as athletic and field trips working closely with district administration and local ESC

Prepare DRTRS, budget, annual and summer routes using Transfinder, and various reports as needed by the district, county or state

Negotiate contracts for bus drivers and bus aides alongside administration and counsel

Attend workshops and conferences to ensure district, staff and vehicles are up to date and in compliance with all state and federal regulations

Certification **Rutgers Pupil Transportation Supervisor Certification**

Rutgers Continuing Education

2013 - 2015

Leadership **NJ School Transportation Supervisors Organization**

Officer – Northern Director 2008-2016

Officer – present Vice President

References

