



FRANK J. JABBIA
Superintendent

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Covington, LA 70433
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DATE: April 21, 2021

TO: School Bus Drivers

FROM: Lori F. Niehaus, Director of Human Resources *LFN*

SUBJECT: Transfer Fair Packet

The St. Tammany Parish School Board will conduct a Transfer Fair for all Bus Drivers interested in vacant routes. The Transfer Fair will begin April 27, 2021 with all transfers effective August 6, 2021.

Bus Drivers, Temporary Drivers, and Itinerant Drivers are eligible to participate in the Transfer Fair. Day-to-day substitute drivers are not eligible to participate in the Transfer Fair process.

Employees interested in a vacant route must submit a transfer request form to the Human Resources Department by 4:30 pm on or before the day of each deadline as outlined in the timeline provided in the Transfer Fair packet. A transfer form must be completed for each route of interest. The forms are fillable and must be sent via e-mail. Type your information on the form and send it to maryjo.dayboes@stpsb.org.

Routes will be awarded per Louisiana Revised Statute 17:493.1. Employees who are awarded vacant routes will be notified by the Human Resources Department. This voluntary transfer process will continue until all routes are filled or until June 16th. Vacant routes not filled as a result of the Transfer Fair will be filled by an approved applicant. Routes that become available after the final round of the Transfer Fair, will be considered temporary and filled with a Substitute Driver, Temporary Driver, or an Itinerant Driver.

Should you have any questions about routes, contact George Bode at george.bode@stpsb.org or at 985-317-8180. Questions regarding the transfer process e-mail Lori Niehaus at lori.niehauscomboy@stpsb.org or call 985-898-3218.

Transportation Transfer Fair Timeline
Effective for the 2021-2022 School Session

April 27 – Vacancy list posted to the website/Mass Mailing

May 5 – Deadline for Transfer Requests to the Human Resources Department by 4:30 p.m.

May 14 – Positions filled

May 18 – Vacancy list posted to the website/Mass Mailing

May 26 – Deadline for Transfer Requests to the Human Resources Department by 4:30 p.m.

June 2 – Positions filled

June 8 – Vacancy list posted to the website/Mass Mailing

June 16– Deadline for Transfer Requests to the Human Resources Department by 4:30 p.m.

June 25 – Positions filled



ST. TAMMANY PARISH SCHOOL BOARD
321 N. THEARD STREET
COVINGTON, LOUISIANA 70433
Phone (985) 898-3254 Fax: (985) 898-3205

Bus Driver Transfer Request

Prior to submitting this Transfer Request Form, route information must be confirmed with the Transportation Department. If you are offered this route, you must accept or decline at the time of the call from Human Resources.

Consideration is requested for a transfer:

From: _____
(Route #)

To: _____
(Route #)

This form must be submitted to the Human Resources Department by 4:30 p.m. on or before the day of each deadline as outlined in the timeline provided in the Transfer Fair packet. A transfer form must be completed for each route of interest. This form is fillable and must be sent via e-mail. Type your information on the form and send it to maryjo.dayboes@stpsb.org. Late forms will not be considered. Retain a copy for your records.

Employee's Name

Employee Identification Number

Employee's Telephone Number

Date

For Office Use Only

Director of Human Resources

Date

Copy- Human Resources Department

Copy- Employee

(Rev. 4/2020-mjdb)

Round 3

Position	Route	Approx Miles	Schools Served
Bus Driver	37	64.8	Mandeville High, Lancaster Elementary, Madisonville Elementary
Bus Driver	44	29.5	Mandeville Junior High, Tchefuncte Middle, Mandeville Elementary
Bus Driver	46	25.8	Slidell Junior High, Florida Avenue Elementary, Alton Elementary
Bus Driver	47	27.8	Creekside Junior High, Little Pearl Elementary, Riverside Elementary
Bus Driver	69	43.5	St Tammany Junior High, Abney Early Childhood, Abney Elementary, Slidell High
Bus Driver	71	75.9	Salmen High, Abney Elementary, Abney Early Childhood, Mayfield Elementary
Bus Driver	105	34.5	Mandeville Junior High, Fontainebleau Junior High
Bus Driver	110	31.0	Mandeville High, Woodlake Elementary
Bus Driver	118	28.3	Fontainebleau High, Abita Springs Elementary
Bus Driver	159	30.1	Covington High, St. Peters, Lyon Elementary
Bus Driver	165	28.1	Mandeville Middle, Fontainebleau Junior High
Bus Driver	176	48.5	Madisonville Junior High, Pine View Middle
Bus Driver	193	35.4	St Tammany Junior, Brock Elementary, Mayfield Elementary
Bus Driver	194	39.4	Lakeshore High, Mandeville Middle, Fontainebleau Junior High
Bus Driver	198	23.0	Slidell Junior High, Florida Avenue Elementary, Whispering Forest Elementary, Slidell High
Bus Driver	201	26.1	Fontainebleau High, Woodlake Elementary
Bus Driver	212	39.9	Covington High, St. Peters, Pine View Middle
Bus Driver	214	25.1	Mary Queen of Peace, Tchefuncte Middle, Pontchartrain Elementary
Bus Driver	224	41.9	Covington High, Pitcher Junior High, St. Peters, Lee Road Junior High
Bus Driver	247	38.5	Our Lady of the Lake, Lake Harbor Middle, Mandeville Elementary
Bus Driver	252	21.9	Covington High, Pitcher Junior High, St. Peters, Pine View Middle
Bus Driver	254	37.0	Little Oak Middle, Abney Elementary, Abney Early Childhood Center, Mayfield Elementary
Bus Driver	262	24.0	Covington High, Lyon Elementary
Bus Driver	301	31.7	Mandeville Junior, Tchefuncte Middle, Pontchartrain Elementary
Bus Driver	305	30.5	Mandeville Junior High, Tchefuncte Middle, Pontchartrain Elementary
Bus Driver	310	66.3	Abita Springs Middle, Fontainebleau Junior High
Bus Driver	319	28.8	Honey Island Elementary, Cypress Cove Elementary, Boyet Junior High, Slidell Junior High
Bus Driver	348	33.6	Abita Springs Middle, Marigny Elementary, Magnolia Trace Elementary
Bus Driver	351	25.8	Mandeville High, Woodlake Elementary
Special Education Bus Driver	67SE	43.3	Salmen High, Bonne Ecole Elementary, Slidell High
Special Education Bus Driver	158SE	25.0	Bayou Lacombe Middle, Mayfield Elementary, Chahta-Ima Elementary
Special Education Bus Driver	152SE	29.2	Mandeville High, Tchefuncte Middle, Mandeville Elementary
Special Education Bus Driver	184SE	31.2	Mandeville Middle, Lyon Elementary, Pine View Middle
Special Education Bus Driver	284SE	37.9	Salmen High, Whispering Forest Elementary, Mayfield Elementary
Itin Bus Driver			East