

Safety Meeting Roster

SCHOOL/CONTRACTOR: _____

USD: _____

DATE: _____

TIME: _____

LOCATION: _____

SAFETY MEETING:
TOPIC/AGENDA &:
ADDITIONAL INFORMATION: _____

INSTRUCTOR: _____

	Printed Name	Signature	Makeup Meeting Required	Makeup Meeting Date
1	_____	_____	☐	_____
2	_____	_____	☐	_____
3	_____	_____	☐	_____
4	_____	_____	☐	_____
5	_____	_____	☐	_____
6	_____	_____	☐	_____
7	_____	_____	☐	_____
8	_____	_____	☐	_____
9	_____	_____	☐	_____
10	_____	_____	☐	_____
11	_____	_____	☐	_____
12	_____	_____	☐	_____
13	_____	_____	☐	_____
14	_____	_____	☐	_____
15	_____	_____	☐	_____
16	_____	_____	☐	_____
17	_____	_____	☐	_____
18	_____	_____	☐	_____
19	_____	_____	☐	_____
20	_____	_____	☐	_____

DATE: _____

SAFETY MEETING TOPIC: _____

	Signature	Makeup Meeting Required	Makeup Meeting Date
21	_____	☐	_____
22	_____	☐	_____
23	_____	☐	_____
24	_____	☐	_____
25	_____	☐	_____
26	_____	☐	_____
27	_____	☐	_____
28	_____	☐	_____
29	_____	☐	_____
30	_____	☐	_____
31	_____	☐	_____
32	_____	☐	_____
33	_____	☐	_____
34	_____	☐	_____
35	_____	☐	_____
36	_____	☐	_____
37	_____	☐	_____
38	_____	☐	_____
39	_____	☐	_____
40	_____	☐	_____

Ten safety meetings per school year are required for any employee who transport students in a school bus or activity bus. Employees hired primarily to transport students and only drive school vehicles are also required to attend these meetings. Employees unable to attend a safety meeting need to attend a makeup meeting to meet the requirements of ten safety meetings. Records of safety meeting topics and attendance shall be kept for two years. The meeting requirement may be prorated for employees hired during the school year.

KAR 91-38-3