

MICHIGAN DEPARTMENT OF EDUCATION (MDE)

PUPIL TRANSPORTATION ADVISORY COMMITTEE (PTAC)

Thursday, February 4, 2016

State Board Room (4th Floor), John A. Hannah Building

**PUPIL TRANSPORTATION ADVISORY SUBCOMMITTEE MEETING
9:00 – 10:15 a.m. – Hannah Building – State Board Room**

The subcommittee meets prior to the regular meeting to review and discuss agenda items in preparation for the regular meeting. PTAC representatives are welcome to attend. Topics covered include:

- a) Curriculum and Training
- b) Management and Best Practices
- c) State and National Issues

**PUPIL TRANSPORTATION ADVISORY COMMITTEE REGULAR MEETING
10:30 a.m. - 12:00 noon – Hannah Building – State Board Room**

I. CALL TO ORDER

The meeting was called to order at 10:30 a.m. by Ken Micklash.

II. ROLL CALL AND RECOGNITION OF GUESTS

All members and guests were asked to sign in. Members were introduced and guests included: Howard “Mac” Dashney, Transportation Consultant and Pam Kies-Lowe, MDE Homeless Consultant. Members in attendance included:

Michigan Department of:

Education

Ken Micklash

Kevin Walters

Michigan State Police (MSP)

Sgt. Mike McLaughlin (Primary)

Transportation

Lisa Lubahn (Primary)

State

Carol Reagan (Primary)

Michigan Assn. for Pupil Transportation (MAPT)

Darryl Hofstra (Alternate)

Michigan Assn. of School Business Officials

Jill Segal (Primary)

Training Agency Assn. of Michigan

Lori Richardson (Primary)

Representing:

Rural Directors

Kevin Doty (Primary)

Special Education Transportation Directors

Darryl Dettloff (Primary)

Private Contractors

Fred Doelker (Alternate)

Others

Howard "Mac" Dashney, Transportation Consultant

Pam Kies-Lowe, MDE Homeless Consultant

III. APPROVAL OF October 1, 2015, MEETING MINUTES

Fred Doelker moved and Kim Hooper seconded to approve the minutes. The motion passed.

IV. ADDITIONS TO AGENDA AND APPROVAL OF AGENDA

Kim Hooper moved and Lori Richardson seconded to approve the agenda. The motion passed.

V. OPENING COMMENTS/ANNOUNCEMENTS/PRESENTATIONS

A. MDE Initiated (Micklash)

1. Pam Kies-Lowe, MDE Homeless Consultant, provided an update related to transportation of homeless students. She outlined many of the challenges schools have been facing while providing this essential support service and how schools are cooperating in order to get Michigan's homeless children to and from school. Transportation of pre-school children will be a new initiative which schools will likely be involved with in the future.
2. Sgt. Mike McLaughlin, Michigan State Police, provided a school bus inspection status update. Currently there is one inspector opening in the Flint area and new inspectors have been hired for the Mt. Pleasant, Ionia, and Lansing areas. 5,600 school bus inspections have been completed to date. The automated bus inspection program is working well. Currently, the MSP is receiving a review from the Auditor General's office.
3. Darryl Hofstra, Forest Hills Public School Transportation Director/MAPT Alternate PTAC Representative, introduced Mac Dashney to share an update related to the enhanced rear school bus lighting test project. Click on link to view [a report related to the test data](#).
4. School Bus Driver Critical Shortage List information was reviewed. Ken Micklash reported that Michigan school representatives have been asked to complete and submit information relative to positions that are in critical shortage. If districts are experiencing school bus driver shortages, they have been requested to complete required documentation and forward it to MDE.

5. State Aid Section 74 information was reviewed by Ken Micklash. It has been over 20 years since this section of state aid funding has been increased. The Training Agency of Michigan (TAAM) has supported a plan to seek an increase in this source of funding which is used to provide mandated safety education training for our State's approximately 18,000 school bus drivers and supervisors.

VI. PRELIMINARY RECOMMENDATIONS/ITEMS PRESENTED TO PTAC

- A. Curriculum and Training (Coaster/Richardson/Micklash)
 1. Supervisor Continuing Education – Bill Coaster was unable to be in attendance. Kim Hooper introduced the idea TAAM has supported which would provide a Beginning Supervisor Training Program for new transportation supervisors. Mac Dashney presented an overview of a program which TAAM supports.
 2. Beginning School Bus Driver Safety Education Curriculum – Lori Richardson reported on a revised Unit VI that will be presented to PTAC for review and approval at the upcoming June meeting.
 3. Continuing Education School Bus Driver Safety Education Curriculum – (No items)
- B. State and National Issues – (No items)

VII. FINAL RECOMMENDATIONS FOR PTAC TO CONSIDER

- A. Curriculum and Training – School Bus Driver Continuing Education Curriculum Manual for 2017 – 2019 Training Cycle. Ken Micklash presented this newly developed safety training program to PTAC. Carol Reagan of the Michigan Department of State outlined various suggested revisions.

Lori Richardson moved and Kevin Doty seconded to approve the training program as presented including the Department of State's recommendations. The motion passed.

- B. Management and Best Practices – (No items)
- C. State and National Issues – (No items)

VIII. ASSIGNMENTS FOR SUBCOMMITTEE WORK

- A. MDE Initiated
 1. To Curriculum and Training – (No items)
 2. To Management and Best Practices – (No items)
 3. To State and National Issues – (No items)

B. PTAC Initiated

1. To Curriculum and Training – (No items)
2. To Management and Best Practices – (No items)
3. To State and National Issues – (No items)

IX. OTHER ISSUES

A. The next meeting date is Thursday, June 2, 2016.

X. ADJOURNMENT

The meeting was adjourned at 11:59 a.m. by Ken Micklash.