

**MICHIGAN DEPARTMENT OF EDUCATION  
PUPIL TRANSPORTATION ADVISORY COMMITTEE**

Thursday, October 2, 2008 **(Please Note Meeting Date)**

9:00 a.m. – 12:00 Noon

State Board Room (4<sup>th</sup> Floor), John A. Hannah Building

**PUPIL TRANSPORTATION ADVISORY SUBCOMMITTEE MEETINGS**

**9:00 – 10:15 a.m.**

(Per committee chairs recommendation, committees will meet as one.)

- Curriculum and Training – Hannah Building – State Board Room
- Management and Best Practices – Hannah Building – State Board Room
- State and National Issues – Hannah Building – State Board Room

**PUPIL TRANSPORTATION ADVISORY COMMITTEE REGULAR MEETING**

**10:30 - 12:00 NOON – Hannah Building – State Board Room**

**I. CALL TO ORDER**

The meeting was called to order at 10:30 a.m. by Mary Ann Chartrand.

**II. ROLL CALL AND RECOGNITION OF GUESTS**

- Michigan Department of Education: *Mary Ann Chartrand, Ken Micklash, Louis Burgess*
- Michigan State Police: *Sharron VanCampen (Primary); Jill McKelvey (Alternate)*
- Michigan Department of Transportation: *Jean Ruestman (Primary)*
- Michigan Department of State: *Carol Reagan (Primary);*
- Michigan Assn for Pupil Transportation: *Karen Losch (Primary)*
- Michigan Assn for School Business Officials: *Matt Losch (Primary)*
- Michigan Assn of School Administrators: *Mark Bielang*
- Michigan Education Association: *Art Przybylowicz (Primary)*
- Michigan Assn of School Boards:
- Training Agency Association of Michigan: *Vince Weller (Primary); Steve Osborne (Alternate)*
- Michigan Head Start Association:
- Michigan PTA:
- Middle Cities Education Association: *Eddie Williams*
- Michigan Association of Inter. School Administrators: *Kim Hooper (Primary)*
- Michigan Association of Non Public Schools: *Brian Boderick (Primary)*
- Representative of Northern Michigan Directors: *William Coaster (Primary)*
- Representative of Rural Directors: *Kevin Doty (Primary); Carol Miller (Alternate)*
- Representative of Urban Directors: *Carl Ingram, Sr., (Alternate)*
- Representative of Suburban Directors: *John Roeck, (Primary)*
- Representative of Special Ed. Trans. Directors:
- Dean Transportation: *Kellie Dean (Primary); Duane Kooyers, (Alternate)*

**Guests: Sgt. Steve Spink and Lt. Charles Black of the Michigan State Police.**

**III. APPROVAL OF JUNE 12, 2008 MEETING MINUTES**

**Moved to approve the minutes of the June 12, 2008 meeting. Supported. Passed.**

**IV. ADDITIONS TO AGENDA AND APPROVAL OF AGENDA**

- A. VII A – Changed Unit VI to Unit I.
- B. V A9 and A10 add two new items regarding legislation and site visits.

**Moved to approve the agenda as amended. Supported. Passed.**

**V. OPENING COMMENTS/ANNOUNCEMENTS**

**A. MDE Initiated – (45 minutes)**

1. Recognition of Sgt. Steve Spink of the Michigan State Police for his many years of serving MDE and PTAC.  
(Mary Ann Chartrand)

Mary Ann Chartrand presented Sgt. Steve Spink with a certificate signed by the Superintendent in recognition of his years of service to the children of Michigan through his work on PTAC.

2. Summary of Continuing Education Training for Transportation Supervisors (Bill Coaster)

Mac Dashney presented a chart (Attachment A) showing the statistics for attendance at the 2006-08 Transportation Supervisors' Continuing Education Program. He provided information regarding the potential for districts to be out of compliance with PA 187.

3. Status Update of Section 53 - Medical Examination Procedure for School Bus Drivers (Ken Micklash)

MDE Legislative Director Lisa Hansknecht provided a report to Ken Micklash saying that it is expected this legislation will be non-controversial and will be presented to the Legislature in January 2009.

Lisa has requested information about anything negative that PTAC feels may come up during the process.

4. Summary of School Bus Driver Training Related to Beginning Bus Drivers and Continuing Education (Vince Weiler)

Vince Weiler reported that the courses for both the beginning and continuing bus driver have been well received. The participants especially liked the liability portion and even the tests.

5. School Crossing Guard Training Curriculum – MDE and MSP Approval 08-08 (Ken Micklash)

MDE and State Police reviewed the AAA curriculum for the training of crossing guards. As soon as the final document is approved by both agencies, MSP will notify all police agencies in the state of its availability.

6. Beginning School Bus Driver Curriculum Update and Demonstration of TAAM Power Point Training Material (Ken Micklash and Kim Hooper)

Kim Hooper provided a demonstration of some of the PowerPoint presentations that are available for use by instructors of the various training courses.

7. Upcoming Events

a. MAPT Fall Conference (Karen Losch)

Karen Losch reported on the upcoming Fall MAPT Conference. "Communicating for a Positive Result" is the theme. The conference will be in Kalamazoo.

b. NAPT Annual Conference (Karen Losch)

Karen also reported that the NAPT will be held soon.

c. NASDPTS (Ken Micklash)

Ken reported that he will be representing MDE at the NASDPTS national conference.

8. National Congress Writing Update (Sgt. Sharron Vancampen)

Sgt. VanCampen reported on her progress on the national writing committee that she is chairing. Work is going well. She has committee members from across the country.

9. Onsite visits to ISDs

Ken mentioned that he will be visiting 5 ISDs this year to review their Section 74 funding and program.

10. Legislative Issues

Ken updated members on some legislative issues: criminal background checks for substitute bus drivers and prohibition of telecommunicating devices for bus drivers.

11. Governor's Traffic Safety Advisory Committee

Ken has been asked to represent MDE on the Governor's Traffic Safety Advisory Committee

B. Other

**VI. PRELIMINARY RECOMMENDATIONS PRESENTED TO PTAC**

A. Curriculum and Training (Bill Coaster, Chair) – (No items)

B. Management and Best Practices (Dale Goby, Chair) – (No items)

C. State and National Issues (Kim Hooper, Chair) – (No items)

**VII. FINAL RECOMMENDATIONS FOR PTAC TO CONSIDER**

A. Curriculum and Training (Bill Coaster) - (5 minutes)

1. Beginning School Bus Driver Curriculum - Unit V.

Carol Reagan of the Secretary of State presented a list of suggested changes to the draft Unit I language (Attachment B). Vince indicated that TAAM would approve the changes. A lengthy discussion ensued.

**Motion to approve the document as soon as the state agencies are able to approved the Unit. Support. Passed.**

B. Management and Best Practices - (Dale Goby) - (No Items)

C. State and National Issues – (Kim Hooper, Chair) – 10 minutes

1. 2010 National Congress on School Transportation (NCST) – The following individuals are being recommended to serve as Michigan’s delegation for the 2010 National Congress: 1) Ken Micklash, Chair – Michigan Department of Education, 2) Kellie Dean – Dean Transportation, 3) Dale Golby – Golby and Associates, 4) Kim Hooper – Wayne RESA, 5) Matt Losch – Grand Ledge Public Schools, 6) Vince Weiler – Iosco RESA, 7) Lori Richardson – Oakland Schools

Kim asked for PTAC approval of the recommended list of participants.

**Moved to recommend the seven above named people to represent the Michigan Department of Education at the 2010 National Congress on School Transportation (NCST). Supported. Passed.**

#### **VIII. ASSIGNMENTS FOR SUBCOMMITTEE WORK**

A. MDE Initiated

1. To Curriculum and Training (No Items)

2. To Management and Best Practices - (5 minutes)

School Bus Driver Pre-Trip Inspection - Best Practice

Ken reported that the committee will develop a draft pre-inspection checklist. It will be presented to PTAC for consideration as a best practice.

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**

Sgt. Spink mentioned that he had heard of a situation where an applicant lost points or failed a driving test when the person testing misapplied a law. If anyone hears that this happens, please notify Sgt. Spink or Sgt. McKelvey.

**ADJOURNMENT** at 12:30 p.m.

#### **UPCOMING PTAC MEETINGS:**

**February 19, 2009**

**June 11, 2009**