

# **MICHIGAN DEPARTMENT OF EDUCATION (MDE)**

## **PUPIL TRANSPORTATION ADVISORY COMMITTEE (PTAC)**

Thursday, February 6, 2020  
State Board Room (4<sup>th</sup> Floor), John A. Hannah Building

<b>PUPIL TRANSPORTATION ADVISORY SUBCOMMITTEE MEETING 9:00 – 10:15 a.m. – Hannah Building – State Board Room</b>
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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

<b>PUPIL TRANSPORTATION ADVISORY COMMITTEE REGULAR MEETING 10:30 a.m. - 12:00 noon – Hannah Building – State Board Room</b>
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### **I. CALL TO ORDER**

The meeting was called to order at 10:31 a.m. by Louis Burgess.

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

All members and guests were asked to sign in. Members were introduced, and the guest was George Bracco, Michigan State Police (MSP).

#### **Michigan Department of Education**

Louis Burgess  
Ken Micklash

#### **Michigan State Police**

Danielle Stewart (Primary)

#### **Michigan State Police – Office of Highway Safety Planning**

Linda Fech (Primary)

#### **State**

Carol Reagan (Primary)

#### **Transportation**

Rob Pearson (Primary)

#### **Michigan Assn. for Pupil Transportation (MAPT)**

David Meeuwsen (Alternate)

#### **Michigan Assn. of ISD Administrators**

Kelli Schultz (Primary)

#### **Michigan Assn. of School Bus Officials (MSBO)**

Jill Segal (Primary)  
Scott Little (Alternate)

**Office of Great Start/Head Start Collaboration Office**

Pat Sargent (Primary)

**Representing:**

Northern Michigan Directors

Donna Korzeniewski (Alternate)

Private Contractors – Dean Transportation

Fred Doelker (Alternate)

Rural Michigan Directors

Kevin Doty (Primary)

Urban Michigan Directors

Carl Ingram (Primary)

**Guest**

George Bracco, MSP

**III. APPROVAL OF October 3, 2019, MEETING MINUTES**

Kevin Doty moved, and David Meeuwesen seconded to approve the minutes. The motion passed.

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

Fred Doelker moved, and Kelli Schultz seconded to approve the agenda. The motion passed.

**V. OPENING COMMENTS/ANNOUNCEMENTS/PRESENTATIONS**

A. MDE Initiated - Micklash

1. Sgt. Danielle Stewart, MSP, reported 7,918 busses have been inspected; 8,538 are yet to be completed. MSP is developing a checklist for the inspection of electric busses. In the future MSP will list bus inspection results by both contracted service provider as well as school district. An extra inspector has been added to Wayne County. There has been continuity among bus inspectors and the school bus inspection program is operating well.
2. Scott Little, Associate Executive Director of the MSBO, briefed PTAC on the following topics. He outlined the school bus purchasing program. MSBO is currently developing the specifications for electric busses. A wide range of options are available to go with the base specifications. Scott noted that anyone that uses the bus purchasing software must “complete” the transaction, otherwise their school district will not meet criteria for obtaining multiple bids. This negates the purpose of the purchasing program.

The MSBO website, has information transportation topics at (<https://msbo.org/transportation-0>) including bus purchase program, transportation benchmarking survey, MSP forms, underground storage tank certification, bus inventories, and the MSBO Transportation Committee. MSBO’s annual conference will

be held April 21-23, 2020 in Grand Rapids. This link is [Scott Little's PTAC notes](#).

3. Dave Meeuwsen, Interim Executive Director of the MAPT, provided an overview of MAPT activities including leadership training program, legislative activities, and the upcoming state conference.

Dave addressed some special education issues that arise between special education staff and transportation providers when transportation is not represented at an IEP meeting when specialized transportation services are being discussed. Several examples were provided including the use of restraints. Continual staff turnover has created a need to address this situation.

Dave mentioned the future of the SE-4094, Transportation Expenditure Report is very important to local school districts in order to keep track of local and statewide costs. The data that is collected is used across the state. MDE will work with Center for Educational Performance and Information and the Office of Special Education to ensure the need of the field are included in any decisions that may alter the collection of this data.

## **VI. PRELIMINARY RECOMMENDATIONS/ITEMS PRESENTED TO PTAC**

### **A. Curriculum and Training**

1. A Supervisor Continuing Education and New Supervisor Training Program status update was provided by Donna Korzeniewski.
2. Ken Micklash reported that some edits to the Beginning School Bus Driver Safety Education Curriculum are being considered.
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**

Micklash requested approval of the 2021-2023 Michigan School Bus Driver Continuing Education Curriculum Manual entitled, "Be Diligent; Be Aware for School Bus Safety!". The manual was sent on two occasions to all PTAC members. Carol Reagan, Department of State outlined some minor edits that were suggested within the document.

Approval was requested with changes presented by the Department of State. Carl Ingram moved, and David Meeuwsen seconded to approve the changes to the manual. The motion passed.

B. Management and Best Practices – (No items)

C. State and National Issues

An update related to the May 2020 National Congress on School Transportation (NCST) was presented by Ken Micklash. NCST representatives will meet today after the completion of the PTAC meeting. Seven representatives have been appointed as Michigan delegates to the national congress to be held in Des Moines, Iowa May 17-20, 2020. The representatives include: Ken Micklash, Fred Doelker, Carl Ingram, Donna Korzeniewski, Kevin Doty, Darryl Hofstra, and Lori Richardson. David Meeuwsen volunteered to serve as an alternate.

#### **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. Next meeting is June 4, 2020

#### **X. ADJOURNMENT**

The meeting adjourned at 11:32 a.m. by Louis Burgess.