

MICHIGAN DEPARTMENT OF EDUCATION

PUPIL TRANSPORTATION ADVISORY COMMITTEE

Thursday, June 4, 2015

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 10:31 a.m. by Louis Burgess.

II. ROLL CALL AND RECOGNITION OF GUESTS

All members and guests were asked to sign in. Guests included: Lieutenant Susan Fries, Michigan State Police (MSP) Commanding Officer, Special Programs Section; Kevin Walters, Supervisor, Grants Coordination and School Support, Michigan Department of Education (MDE); and Lisa Lubahn, new Department of Transportation representative, (replacing Angel Fandialan). Members in attendance included:

Michigan Department of:

Education:

Louis Burgess

Ken Micklash

Transportation

Lisa Lubahn (Primary)

State

Carol Reagan (Primary)

John Harris (Alternate)

Michigan Association for:

Pupil Transportation

Rhonda Lyons-Manning (Primary)

School Business Officials

Jill Segal (Primary)

Intermediate School Administrators

Kim Hooper (Primary)

Representing:

Northern Michigan Directors
William Coaster (Primary)
Rural Directors
Kevin Doty (Primary)
Special Education Transportation Directors
Darryl Dettloff (Primary)
Private Contractors
Fred Doelker (Alternate)

Others

Lieutenant Susan Fries, Michigan State Police
Kevin Walters, Michigan Department of Education

III. APPROVAL OF February 5, 2015, MEETING MINUTES

Kim Hooper moved and Kevin Doty seconded to approve the minutes with one amendment. February 5, 2015 meeting notes approved with the following amendment in Tom Bryant, MDOS report. "Michigan began using a new CDL skills test in October 2013, to meet new federal regulations." The motion passed.

IV. ADDITIONS TO AGENDA AND APPROVAL OF AGENDA

Kim Hooper requested that an update on Section 74 of the State Aid Act be added. Kevin Doty moved and Kim Hooper seconded to approve the agenda as amended. The motion passed.

V. OPENING COMMENTS/ANNOUNCEMENTS/PRESENTATIONS

A. MDE Initiated

1. Dr. Thomas Keaveney, Medical Examiner for Sparrow Occupational Health Services, had a conflict with the PTAC meeting date and was unable to attend. Fred Doelker presented some general questions on medical certificates. Discussion resulted on intra-state and interstate designations on medical certificates.

2. Lt. Sue Fries, Michigan State Police, provided school bus inspection status update. Sgt. Mike McLaughlin was training in Mount Pleasant and was unable to attend. The automated school bus inspection application is performing well in field use. Application continues to be enhanced based on user feedback. Any suggestion for improvement of the system can be sent to Michigan State Police. Through the 3rd quarter there were 8.5% red tags and 5% yellow tags. Nine inspectors are currently on staff; three short. Hiring is in progress for additional inspectors. Lt. Fries reported the salary range for inspectors is \$17.93-\$24.83 per hour, plus benefits. As of May 27, 2015, 12,000 inspections have been completed. MSP expects to have all

buses inspected by end of August; overtime has been authorized. Question: can MSP produce an inspection summary for a district?

3. John Harris, Secretary of State (SOS), reported on Commercial Driver License (CDL) changes (requirements) that become effective July 8, 2015, that include:
 - Any driver age 21 or under will automatically receive the K restriction code, which means they can only drive within Michigan. The addition of the restriction code also requires the issuance of a new hard card which displays the restriction to law enforcement.
 - Any driver that chooses either non-excepted intrastate (NA) or excepted intrastate (EA) will also automatically receive the K restriction code and be issued a new hard card which displays the restriction to law enforcement.
 - CDL holders will no longer be able to certify to either of the intrastate (Michigan only) options via the customer web application since a new hard card which displays the K restriction is required.
 - States must accept CDL skills test results from other states. Results must be delivered in a secure electronic matter. Michigan will primarily be using a web-based program called Commercial Skills Test Information Management System (CSTIMS) to receive and send skills test results.
 - The use of interpreters for CDL knowledge and skills test will be prohibited. Beginning May 4, 2015, individuals cannot use a foreign language interpreter when taking the CDL written knowledge tests. Although interpreters have not been allowed to assist with the CDL skills test for many years, this is the first time that a rule forbidding the use of interpreters for the written knowledge tests has been put in place. American Sign Language interpreters will still be able to assist customers who need a sign language interpreter.
 - You must have a Commercial Learner's Permit (CLP – formerly called a CDL-TIP) for 14 days before taking a skills test.
 - If you fail a CDL skills test after passing one or two of the three segments, you will not have to start a retest at the beginning. The successful segments will be banked until the CLP's expiration date and you do not repeat the segments you already have passed.

- The CDL skills test, which now meets a national standard, must be scheduled at least two business days in advance.

VI. PRELIMINARY RECOMMENDATIONS/ITEMS PRESENTED TO PTAC

A. Curriculum and Training (Coaster/Richardson/Micklash)

1. Supervisor Continuing Education – Update

Bill Coaster reported that the Training Agency Association of Michigan (TAAM) is gearing up for supervisor classes. For changes to the curriculum, a group of experts from various state departments are meeting. Last work group meeting was April 29, 2015; an overview of the process was completed. The next meeting will be June 30, 2015, at the SOS Secondary Complex hosted by John Harris. Representatives from MSP, Michigan Department of Transportation, SOS, and MDE will meet for the purpose of reviewing overlapping areas of responsibilities.

2. Beginning School Bus Driver Safety Education Curriculum – Update

Ken Micklash provided update for Lori Richardson: Members noted that in 2006-07 training was conducted using overhead slides and paper handouts. Now training has gone 100% electronic. Three days for Beginning School Bus Driver training is required for all new drivers. Wayne RESA hosts the electronic training documents and videos. MDE hosts the written training document content.

3. Continuing Education School Bus Driver Safety Education Curriculum – Update

The next training cycle is being developed. Gary Davis, Eastern Upper Peninsula ISD, will coordinate. Click [here](#) for the potential training topics.

B. State and National Issues (Micklash/Hooper)

1. National Congress on School Transportation – Update

The 2015 Congress was held in Des Moines, Iowa, May 17-20, 2015. Michigan was represented by Ken Micklash (Chair), Kim Hooper, Lori Richardson, Carl Ingram, Kevin Doty, Fred Doelker, and Darryl Hofstra. Representatives from 46 states were in attendance. The congress involved national voting on numerous pupil transportation topics such as school bus specifications, school bus inspections, operational procedures, school transportation security and emergency

preparedness, transportation of students with disabilities and special health care needs, and transportation of infants and toddlers.

2. Section 74 Update

Section 74 funding has remained unchanged since 1994-1995 (\$1,625,000) to provide school bus driver safety education instruction pursuant to section 51 of the Pupil Transportation Act, 1990 PA 187, MCL 257.1851. TAAM has requested that MDE seek to have the Section 74 funds increased by \$400,000 to cover the increased costs related to providing training to the 20,000 school bus drivers and supervisors in Michigan. Louis Burgess noted that the road funding bill was being pushed through this year and there was no interest in adding funds to existing programs. A better way to request increased funds would be to reach out to legislators and request that they make the proposal to increase the Section 74 funds. MDE will pursue options to request an increase to the funding in future years.

VII. FINAL RECOMMENDATIONS FOR PTAC TO CONSIDER

- A. Curriculum and Training – (No items)
- 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. Meeting dates for 2015-2016
 - Thursday, October 1, 2015
 - Thursday, February 4, 2016
 - Thursday, June 2, 2016

X. ADJOURNMENT

The meeting was adjourned at 12:00 p.m. by Louis Burgess.