

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

Thursday, October 25, 2007 **(Please Note Meeting Date)**

9:00 a.m. – 12:00 Noon

Upper Parking Conf. Rm. 5, 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 - UP Conf. Rm. 5
- Management and Best Practices – Hannah Building - UP Conf. Rm. 5
- State and National Issues – Hannah Building - UP Conf. Rm. 5

**PUPIL TRANSPORTATION ADVISORY COMMITTEE REGULAR MEETING  
10:30 - 12:00 NOON – Hannah Building - UP Rm. 5**

**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**

Dr. Rob Kantor and Lori Smith

**III. APPROVAL OF JUNE 21, 2007 MEETING MINUTES**

**Move that the minutes be approved. Supported. Passed**

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

Add VII.A.2 Supervisor Curriculum

**V. OPENING COMMENTS/ANNOUNCEMENTS**

A. MDE Initiated – (45 minutes)

1. Statewide Bus Driver Registry (Still in Process)

MDE Continues to pursue this project. It is our hope to have a statewide system by the end of the current school year.

2. Timeline for PTAC Meeting Preparation (Review)

Ken will e-mail a copy to everyone.

3. Committee Member Appointment Process Completed (Update)

MDE has asked all of the organizations to update committee membership . Ken will e-mail the list to everyone.

4. Section 74 Compliance Review Procedures (Information)

Ken described the method he uses to review the training agencies.

5. Proposed Revision of Michigan Bus Driver Medical Examination Procedure (Action)

Ken explained the process to date regarding reviewing the current physical standards. Dr. Rob Kantor outlined two concerns in our proposed language. Number 6: Since Michigan would have a slightly different process, Michigan could not use the same card as the federal one. He discussed other differences between the federal and Michigan forms. Lori Smith provided additional comments regarding screening for medications and other drugs, legal or illegal.

Next steps – Revise opening, Number 6 and Number 7.

**Moved that the document move forward with changes made to the introduction plus Number 6 and Number 7. Supported . Passed. (Note MEA Art Przybylowicz –No-)**

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) (10 minutes)

1. GPS Reporting Guidelines

Dale distributed the GPS Equipment Guidelines attachment.

**Moved to place on agenda for approval at the next meeting. Supported. Passed.**

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

1. NAPT Update

Kim reported that at least 200 Michigan people have signed up for this national conference that is being held in Grand Rapids next week.

Kim has attempted to contact the National Congress regarding participation in the next National Congress. He will meet with people in Grand Rapids to discuss further.

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

### A. Curriculum and Training – (10 minutes)

1. Beginning School Bus Driver Curriculum - Unit III Vehicle Maintenance

Two issues have come up since the draft. The committee will correct the identified parts as discussed and continue with the approval process

**Moved that the Beginning School Bus Driver Curriculum Unit VIII Vehicle Maintenance be recommended for MDE approval. Supported. Passed.**

2. Supervisor Curriculum Discussion occurred.

**Moved that the Supervisor Curriculum be recommended for MDE approved. Supported. Passed (Note MSP Sgt. VanCampen -No-; SOS Carol Reagen - Abstained)**

### 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 – (5 minutes) AAA Crossing Guard Training Curriculum

Ken presented an overview of the AAA crossing guard training material. Anyone that wishes to review the curriculum is to contact Ken. The Michigan vehicle code requires both the MSP and MDE to approve this curriculum.

2. To Management and Best Practices – No items

3. To State and National Issues – (5 minutes) Legislative Amendment Language of PA 187, Section 51 Allowing TAAM Usage of September 30 Date on Training Cards of Bus Drivers Trained During Summer Months

TAAM is developing suggested language which would revise section 51 of the Pupil Transportation Act to accommodate this timeline issue. When completed, the language will be forwarded to MDE.

### 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**

No Issues

**ADJOURNMENT**

Meeting adjourned at 12:30 p.m.

**UPCOMING PTAC MEETINGS:**

**February 21, 2008**

**June 19, 2008**