

MICHIGAN DEPARTMENT OF EDUCATION PUPIL TRANSPORTATION ADVISORY COMMITTEE

Thursday, June 12, 2008

9:00 a.m. – 12:00 Noon

Upper Parking Conf. Rm. 4, John A. Hannah Building

MINUTES

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)*
- Michigan Department of Transportation: *Jean Ruestman (Primary)*
- Michigan Department of State: *Carol Reagan*
- 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 Weiler (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)*

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

III. APPROVAL OF MARCH 6, 2008 MEETING MINUTES

Moved that the minutes be approved. Supported. Passed.

IV. ADDITIONS TO AGENDA AND APPROVAL OF AGENDA

Add to IX Other Issues-Changing TAAM affiliation

Moved that the minutes be approved with the addition. Supported. Passed.

V. OPENING COMMENTS/ANNOUNCEMENTS

A. MDE Initiated – (45 minutes)

1. Act 63 Update Pertaining to Transportation (Glenda Rader)
Glenda Rader provided information on how the data was collected and purpose of P.A. 63. She gave an overview of the results on the transportation data collection.

2. Status Update of Section 53 (Medical Examination Procedure for School Bus Drivers)
This item may be handled this year but probably won't happen until 2009.

3. Safe Routes to Schools State Initiative (Ken Micklash was recently asked to represent MDE on this Governor/Surgeon General policy committee)
Ken Micklash reported on his participation on this committee. A policy is being developed that includes the obesity issue along with walking safely to school.

4. State School Crossing Guard Training Curriculum (Update)

Ken Micklash has been working with State Police and AAA on the Adult School Crossing Guard manual revisions. This project is moving along well toward receiving final approval from the Michigan Department of Education and State Police for the final draft of the curriculum.

5. School Bus Inspection Update (Sgt. Sharron VanCampen)
Sharron VanCampen reported that 85% of the buses inspected passed in 2006-2007 but for 2008-2009 it is down to a 73.8% pass rate. Yellow tags went from 4% to 8.8% during the same time. The rest are red tags. Sharron will send a report with additional data. Since not as many new buses have been purchased and more transportation staff is being cut, this impact of economics is taking its toll. It was suggested that a PTAC subcommittee could assist Sharron in developing a strategy for assisting the districts/drivers in detecting safety problems and keeping buses safe. Ken will work with Sharron to develop a plan for PTAC's participation.

6. Beginning School Bus Driver Curriculum (Review plan for completion of this curricular review)
There are nine units in the entire curriculum. It is being reviewed and updated unit by unit.

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) - (15 minutes)
 - 1. Beginning School Bus Driver Curriculum - Unit II, Vehicle FamiliarizationA few modifications to the draft were offered. These will be adjusted in the final document.

Move to approve the Unit II updates with corrections as noted with final approval by TAAM to follow. Support. Passed.

- B. Management and Best Practices - (Dale Goby) - (10 minutes)
 - 1. Global Positioning System (GPS) Best PracticeKen reviewed the changes made since the last draft was presented.

Move to approve the Global Positioning System Equipment Purchase Best Practice document. Support. Passed

- C. State and National Issues – (Kim Hooper, Chair) – 10 minutes
 - 1. 2010 National Congress on School Transportation (NCST)– Michigan representatives are needed in order for the appointment process to be completed.

Names suggested for this committee include:

Vince Weiler
Kim Hooper
Kellie Dean
Ken Micklash
Dale Goby

Members will send ideas to Ken about other potential participants.

VIII. ASSIGNMENTS FOR SUBCOMMITTEE WORK

A. MDE Initiated

1. To Curriculum and Training (5 minutes)
Plan for updating the remaining sections of the Beginning School Bus Driver Curriculum
Ken outlined his idea of having a written plan for updating the various units. This is being referred to the curriculum and training committee.

2. To Management and Best Practices - (5 minutes)
Consolidation of services study – future direction
Ken requested that the Management and Best Practices Committee review the results of the services study. This will happen before the next PTAC meeting.

3. To State and National Issues - (5 minutes)
Writing committees of NCST
Ken asked for this committee to work on a five year calendar.

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. Change to TAAM Districts

Ken presented a draft procedure to be used if a district requests a change in its assignment to a TAAM agency. Discussion ensued. Members will provide Ken with ideas for the process. We will bring it back to the next PTAC meeting.

B. Dates for upcoming

Dates for 2008-2009 meetings were announced.

ADJOURNMENT 12:00 p.m.

UPCOMING PTAC MEETINGS:

October 2, 2008

February 19, 2009

June 11, 2009