



Oregon Pupil Transportation Association Northwest Chapter Meeting Minutes

January 18, 2011

Meeting called to order at 11:15 p.m. by President Patricia Carner.

Minutes taken by: Jean Frazey, Secretary

Attendees: Mary Conger, NCSD; Patricia Carner, BSD; Kim Crabtree, Sherwood SD; Jean Frazey, BSD; Charisse Wall, PPSD; Jennifer Willis, NCSD; Doug Feddersen, NCSD; Dawn Parsell, NCSD; TJ Crockett, DOE; Shawn Choruby, Western Bus Sales

Minutes of the November 2010 meeting was seconded and approved.

Financial Report: Dawn Parsell reports:

Summary 7/1/10-1/7/11

Beginning Balance	\$4,795.29
Income	+ \$13,935.14
Expenses	- <u>\$12,313.17</u>
Current Balance of the Checking account	\$6,417.26

Current Balance of the CD	\$3,622.52
---------------------------	------------

Current Balance of Cash Box	\$40.00
-----------------------------	---------

Financial Report was seconded and approved

Committees:

Safety Exercises – Kim Crabtree & Patricia Carner report that:

Patricia is still working on locating possible sites for the exercise. Multnomah Dog Track is not available. She has call in to the Intel about their Aloha campus. Kim C. has a possible site in Sherwood, she will work on contacting about it.

Proposed dates for Safety Exercises:

April 30 – NW Chapter

May 7 – SW Chapter

Jun 4 – State Exercise

NW Chapter Exercise sponsors:

Brethauer - trophies and site cost

Brattain – Bar-b-que
Western Bus Sales – Dinks

Looking for help volunteers & Registration forms will be available soon

Start thinking about your nomination for the Buck Klemm Award. It will be presented at the exercise.

Description and application are attached at the end of the minutes.

Winter Workshop – Jean Frazey reports that:

The NWOPTA Winter Workshop on March 14, 2011 at Monarch Hotel in Clackamas.

The registration fee will be \$25.00 pre-workshop registration and \$30.00 for at the door registration.

The agreement has been signed with Monarch Hotel. The proposed cost is \$1004.40 for 30 attendees includes continental breakfast, lunch, screen fee, and 20% service fee. The first announcement about the workshop has been posted to the website.

It was approved to mail out postcard again to notify all in the region of the event.

Poster Contest – Charisse Wall reports that:

Not too early to start getting the word out to your schools regarding 2011 Poster contest. The theme is “I see the driver, The driver sees me.” Mary Conger provided for all at the meeting a flyer to use to contact Bus Drivers, Art Teachers, School Secretaries, and SpEd Teachers of the contest. Charisse suggest that you copy flyer on to bright paper to get attention.

The flyer is attached at the end of the minutes.

Education – Sandy Van Baggen reported:

Jean passed out a list of classes available in the area. The list is attached at the end of the minutes.

Sandy request that districts share all classes not just the First Aid and CORE classes. If your district has developed and offering other type of classes please share.

Sunshine – Dawn Persall reports

Janet Alley, NCSD is recovering from surgery

TJ Crockett, ODE is recovering from surgery

Tina Huber, NCSD is recovering from fall

It was asked if anyone is aware of a concern to please report it to Dawn at N. Clackamas SD.

Membership – No report

Summer Workshop – Jennifer Willis reports:

The next planning meeting is January 31 @ 11 am at Village Inn across from Bridgeport. Please attend if possible or if you have suggestions please contact Jennifer Willis, North Clackamas SD

Proposed registration fees of \$20.00 for workshop and \$35.00 for First Aid/Workshop was seconded and approved.

Jennifer is working on finding Instructors and guest speakers. She will contact ODE for list of Instructors state wide to use for recruiting help.

Most speakers that Jennifer has looked at are above the budget amount. If you have any ideas please contact Jennifer at NCSD.

Jennifer will look for sponsor for donuts/drinks for week of workshop.

State Board Report: No Report

NEW BUSINESS

TJ Crockett reported on the proposed changes to the SB certificate/Medical Certificate. The rule proposal is submitted to legislation. It is in the Public Response session. Public Hearing is 1/26, TJ estimates that the final reading before it goes into law will be around 3/10 or 3/11. The Oregon rule must be implemented by January 2012 to meet Federal standards. Other Federal changes concerning expiration date and possession of valid medical certificate will be coming by 2013.

TJ Crockett reported that the Basic Skills Test must be done directly after Pre-trip but before drive test. There has been discussion on training the maneuvers. The straight back is already taught during BTW but split on whether to train other maneuvers. He cautioned everyone about having distance between the pre-trip site and the backing site. Trainers should be moving the bus to backing location rather than person being tested in case there is an accident. Technically criteria for the drive portion does not affect the basic skills test, so if there is an accident could not fail them but admits you should have serious questions about quality of training if this should occur at that section of the testing.

Also, minimum standards change, after 10/21/11 buses over 10,000 lbs. if ordered with seat belts must be equipped with three point shoulder/seat belts.

It was reported that Red Cross is changing their First Aid program to a two year expiration date.

OLD BUSINESS:

Chapter Financial audit will be rescheduled at a later date.

Inactive Board Members – There is a need to get our board members active in the monthly meetings. Patricia Carner will be contacting board members to review their responsibilities to the association.

A reminder that your association membership dues renew by every July 1, please verify that your dues have been paid or that they are being mailed in ASAP. An application is attached at the end of these minutes

It is requested that the members review the last meeting minutes prior to coming to the meeting so that they can be accepted or corrected in a timely manner at the meetings.

ROUNDTABLE:

A Roundtable topic will be on “Mentoring New Drivers” at the next meeting.

Meeting adjourned at 12:45 pm.

Next meeting: February 15, 2011 at 11 am.

Western Bus Sales, 30355 SE Highway 212, Boring Oregon

Need to RSVP to attend so Western Bus can order lunch

Contact Patricia Carner at 503-672-3721 as soon as possible

RoundTable Discussion topic: Mentoring New Drivers

OPTA MEMBERSHIP APPLICATION

MEMBERSHIP CATEGORY:

- _____ **Active Member**
Persons performing administrative, supervisory, driver training, and/or regulatory duties in School bus operations.
- _____ **Associate Member**
Any person interested in or associated with, any phase of pupil transportation.
- _____ **Professional Member**
Persons employed as a school bus driver or a mechanic/technician in school bus Operations.
- _____ **Honorary Member**
Any person, or, institution so named by the State Board of Directors.

CHAPTER MEMBERSHIP:

- _____ State Membership \$15
- _____ Northwest Membership \$10
- _____ South Willamette Membership \$20

Total Paid _____

Make checks payable to: OPTA

REGISTRATION:

Please Type or print

Name: _____

Company/Employer: _____

Address: _____

City: _____ State: _____

Zip: _____ Phone: (____) _____

New Membership _____ Renewal _____

Email address: _____

Specify Year (July 1st - June 30th) Payment Applies:

_____/____

Send Membership Application and Payment to:

Kathy Houck
1204 NE 201st Av.
Fairview, OR 97024

OPTA NORTHWEST CHAPTER
TRAINING CLASSES
01/18/2011

Beaverton SD: (503) 672-3721 Jean Frazey Jean_Frazey@beaverton.k12.or.us	1/28 Defensive Driving & You and CORE Refresher 8-12 2/7 & 2/8 Medic First Aid 9:45-12:45 both days 2/11 Middle School Student Management 9:45-11:45 2/18 Expectations-The Plan Student Management Class 9:45 to 11:45
David Douglas SD: (503) 256-6500 x5223 Kathy Calkins kathy_calkins@ddouglas.k12.or.us	None to report
Centennial SD: (503) 762-3674 Debbie Lillison Debra_Lillison@centennial.k12.or.us	None to report
Hillsboro SD: (503) 844-1123 Carol Hatfield hatfielc@hsd.k12.or.us	None to report
North Clackamas SD: (503) 353-6156 Mark Sexton sextonm@nclack.k12.or.us	None to report
Oregon City SD: (503) 785-8540 Jennie Skellenger Jennie.skellenger@orecity.k12.or.us	None to report
Parkrose SD: (503) 408-2129 Melinda Hammond melinda_hammond@parkrose.k12.or.us	None to report
Portland SD: (503) 916-6901 x77284 Keith Wright Kwright2@pps.k12.or.us	None to report
Reynolds SD: (503) 492-4921 x3311 Janet Trapold Janet_Trapold@reynolds.k12.or.us	First aid and CPR 1/22/11 8:00-12:00 cost \$25.00

National School Bus Safety Week ANNUAL POSTER CONTEST



I SEE THE DRIVER — THE DRIVER SEES ME

You're invited to participate in the National School Bus Safety Week annual poster contest. This year's theme is "I See The Driver-The Driver Sees me!" Enter by submitting a poster, with these guidelines in mind:

- Include the theme: "I See The Driver-The Driver Sees Me!"
- Use 11" x 17" or 12" x 18" quality tag, poster, illustration board, or heavy paper.
- Use any media (paint, print, crayon, pen, etc.) that you want.
- Do not use stencils, stickers, tracings, glued paper, wood, plastic, glass, or metal as part of your design.
- All drawings and lettering must be freehand.
- Do not laminate your poster.
- Do not use any copyrighted characters, photographs, and magazine or newspaper illustrations.
- Securely attach a 3" x 5" card with your name, grade, age, school name, school address, name of county, and teacher's name to the back of your poster
- Send your poster to the address listed below.
- By not following these guidelines, you will be disqualified from the poster contest.

Using the table below, find your school's county and submit your entries to the contact person(s) as indicated.

Northwest Chapter		South Willamette Valley Chapter	
Baker	Multnomah	Benton	Josephine
Clackamas	Sherman	Cocoma	Klamath
Grant	Tillamook	Crook	Lake
Colombia	Umatilla	Curry	Lane
Clatsop	Union	Deschutes	Lincoln
Gilliam	Wallowa	Douglas	Linn
Hamey	Wasco	Jackson	Marion
Hood River	Washington	Jefferson	Polk
Malheur	Wheeler		
Morrow	Yamhill		
Contact Person: Charisse Wall Portland Public Schools Student Transportation 716 NE Marine Drive Portland, OR 97211-1061 503-916-6901-Opt1-Ext 7185 cwall@pps.k12.or.us		Contact Persons: Kevin Baker Lead Router Salem-Keizer School District 241 Transportation Department 998 Hawthorne Ave NE Salem, OR 97301-2837 503-399-3100 X250 503-399-3082 (fax) baker_kevin@salkei.k12.or.us	

All Entries Must Be Postmarked By: April 8, 2011

All entries become the property of the Oregon Pupil Transportation Association.
For a complete set of rules visit www.ontaschoolbus.org or www.nopt.org

Who May Enter?

Any student in public or private school may enter. Entries are divided into these categories:

- Division 1 — Grades K-2
- Division 2 — Grades 3-5
- Division 3 — Grades 6-8
- Division 4 — Special Education (any grade)
- Division 5 — Computer-Aided Drawing (any grade)

Regional and State Prizes!!

- \$100.00—1st place in each division
- \$ 50.00—2nd place in each division

Prizes may be awarded in cash or savings bonds. All winners will be notified by mail. Each poster winner who is to receive a U.S. Savings Bond will need to supply his or her social security number in order to obtain it. If the winner decides not to release their social security number for the bond, they may opt to receive a check from OPTA for half the amount of the bond's value (i.e. \$100 Savings Bond = \$50 check). For a list of winners, please include a self-addressed, stamped envelope with your entry.

Buck Klemm was a man who devoted a large part of his life to improving and promoting the safe transportation of students. His caring and influence went beyond his immediate responsibility to transportation safety throughout Oregon. Much of Buck's energy was focused through his involvement in OPTA.

We, the Northwest Chapter of the Oregon Pupil Transportation Association, in honor of Buck Klemm, established the

***“Buck Klemm
Memorial Safety
Award”***

**2011 NW CHAPTER'S
OREGON PUPIL TRANSPORTATION ASSOCIATION
BUCK KLEMM MEMORIAL SAFETY AWARD APPLICATION**

Closing Date for Nominations: April 15, 2011 Chapter Meeting

Please nominate an individual to be recognized for their significant contribution in the area of pupil transportation safety during their transportation career. Your selection should be someone you are proud to have representing the professional image that is demonstrated throughout Oregon in all areas of pupil transportation. Please consider these characteristics: high standard in all areas of the job responsibilities, with sensitivity and understanding in the field of transporting students.

Nominations are to be sent to the Past President of the NW Chapter of OPTA by April 15, 2011. Any additional information explaining this nomination is appreciated.

The recipient of the "NW Chapter Buck Klemm Award" will be honored at the NW Chapter Safety Exercise.

ELIGIBILITY REQUIREMENTS

- Must have made a significant contribution to pupil transportation safety.

- Must be recognized by others as a positive reflection in the area of pupil transportation safety.

Thank you for taking the time to nominate this individual deserving of the honor of the NW Chapter Buck Klemm Award. The committee's selection will be made from the information you provide.

Applications must be received by:

April 15, 2011

Mary Conger
North Clackamas SD Transportation
13797 SE Webster Rd
Milwaukie, OR 97267
FAX: 503-353-6159

Committee Notes:

**2011 NW CHAPTER'S
OREGON PUPIL TRANSPORTATION ASSOCIATION
BUCK KLEMM MEMORIAL SAFETY AWARD APPLICATION**
Closing Date for Nominations: April 15, 2011 Chapter Meeting

NOMINEE'S INFORMATION:

NAME: _____ Phone #: _____

ADDRESS: _____

CITY & STATE: _____ ZIP: _____

DISTRICT/CONTRACTOR NAME: _____

TRANSPORTATION EMPLOYMENT RECORD

Number of years in current position and total years in transportation: _____

List duties and responsibilities: _____

Number of years associated with pupil transportation:

Describe duties/contributions to association: _____

AWARDS RECEIVED

Within job area: _____

Outside Awards: _____

Activities and Other Clubs & Service Organization Memberships:

