



## Oregon Pupil Transportation Association Northwest Chapter Meeting Minutes

November 16, 2010

Meeting called to order at 11:10 p.m. by President Patricia Carner.

Minutes taken by: Jean Frazey, Secretary

**Attendees:** Mary Conger, NCSD; Patricia Carner, BSD; Kim Crabtree, Sherwood SD; Mark Sexton, N Clack SD, Debby Wright, BSD; Jean Frazey, BSD; Charisse Wall, PPSD; Jennifer Willis, NCSD; Robin Strand, PPSD; Sandy Van Baggen, PPSD; Bill Mattes, Private Consultant; Janet Alley, NCSD.

Minutes of the October 2010 meeting was seconded and approved.

**Financial Report:** No report given

### **Committees:**

**Safety Exercises** – Kim Crabtree & Patricia Carner report that:

Patricia has been contacting possible sites for the exercise. Multnomah Dog Track expressed interest in working on accommodation. Patricia will work with MDT with a proposal. Site cost could be low or no cost. She is still working on a contact for the Trojan PGE Park site.

Proposed date for NW Chapter Exercise April 30, 2011.

January 20 a planning meeting with State Exercise organizer.

Brethauer intends to sponsor trophies and site cost

Some discussion on possibly sponsoring a SpEd Safety Exercise

**Winter Workshop** – Jean Frazey reports that:

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

There was discussion on raising the registration fee to pay for the event. It was voted on and passed to raise the registration fee to \$25.00 pre-workshop registration and \$30.00 for at the door registration.

It was suggested that maybe finding a vendor to help sponsor some of the conference.

**Poster Contest** – Charisse Wall reports that:  
Regional winners have not been paid yet, working on it.

State winners most choose the cash prize.

Charisse provided pictures of posters.

National voting happened at the NAPT Conference. Information is available on the NAPT website.

Suggested that it is 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.”

**Education** – Sandy Van Baggen reported that:  
Sandy passed out a list of classes available in the area. The list is attached at the end of the minutes.

North Clackamas is developing a new Reference Point Class – Mark Sexton

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** – No report from Dawn Persall.  
It was asked if anyone is aware of a concern to please report it to Dawn at N. Clackamas SD.

**Membership** –Kathy Houck reports that:  
There are currently 36 paid NW Chapter members. If you have questions please contact Kathy Houck at Reynolds SD.

Kathy is working with Charlie McAlister, Centennial SD to mail reminder letters out to past due members. They are also working on mailing invitation to districts to join and attend.

Suggested that members recruit new members or encourage past members to join the association.

**Summer Workshop** – Jennifer Willis reports that:  
There is a planning meeting on November 24 at 7 am at the Denny’s at Hwy 212 and 82<sup>nd</sup> Drive. Please attend if possible or if you have suggestions please contact Jennifer Willis, North Clackamas SD

It was shared that the class at the 2010 workshop put on by Janet Alley on Stress Release was very popular and something to repeat for drivers in the future.

Work with ODE to mentor new CORE instructors with experienced instructors to use at the 2011 workshop.

Look to work with S. Willamette chapter on sharing instructors also.

Looking for resources for instructors for the 2011 workshop. A minimum of 2 instructors per district was suggested.

Suggestions for Keynote speaker for the Friday of the workshop: Dale Meyer PBIS (Positive Behavior Intervention Support) or Matt Roloff on How Transportation Impacted My Life

Janet Trapold contact Patricia about Red Cross First Aid. Janet was able to negotiate with Red Cross a rate of \$35.00 for the 2011 workshop. There were 192 people FA certified at the 2010 workshop so an outside source is a better fit for this instruction.

There was discussion about fee increases for the workshop. The committee will bring back to the next meeting a proposal to be voted on.

**State Board Report:** Mary Conger reports

Discussion about the upcoming S. Willamette Winter Workshop. The topic will be on Bullying

The board reviewed the NAPT Conference:

Why did the Washington State PTA didn't work in promoting and support- There was a change in leadership for the state.

Patricia Carner was recognized for products used at the conference as door prizes. Everyone appreciated all the work.

**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: November 16, 2010 at 11 am.

N. Clackamas is organizing meeting and location will be announce.

RoundTable Discussion topic: Mentoring New Drivers

**2010-2011NWOPTA MEMBERSHIP  
As of 10/19/10**

John Appleton - PPSD  
Teri Brady - PPSD  
Shelley Cota - PPSD  
And Leibenguth - PPSD  
Mel Philbrook - PPSD  
Sharon Pierce - PPSD  
Valerie Schuler-PPSD  
Sandy VanBaggen-PPSD  
Janet Alley-NCSD  
Mary Conger-NCSD  
Cheryl Crosgrove-NCSD  
Doug Feddersen-NCSD  
Tina Huber-NCSD  
Jerry Johnson-NCSD  
Jane Langlois-BSD  
Kari Larimer-NCSD  
Charlie McAlister-CSD  
Ron Parmer-NCSD  
Dawn Parsell-NCSD  
Tammy Richardson-NCSD  
Mark Sexton-NCSD  
Bill Trapp-NCSD  
Dan Van Scoy-NCSD  
Dave Waldrep-NCSD  
Jennifer Willis-NCSD  
Keith Wright-PPSD

# 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 1<sup>st</sup> - June 30<sup>th</sup>) Payment Applies: \_\_\_\_\_ / \_\_\_\_\_

*Send Membership Application and Payment to:*

Kathy Houck  
1204 NE 201<sup>st</sup> Av.  
Fairview, OR 97024

OPTA NORTHWEST CHAPTER  
TRAINING CLASSES  
10/19/2010

Beaverton SD: (503) 672-3721 Jean Frazey <a href="mailto:Jean_Frazey@beaverton.k12.or.us">Jean_Frazey@beaverton.k12.or.us</a>	See attached
David Douglas SD: (503) 256-6500 x5223 Kathy Calkins <a href="mailto:kathy_calkins@ddouglas.k12.or.us">kathy_calkins@ddouglas.k12.or.us</a>	None to report
Centennial SD: (503) 762-3674 Debbie Lillison <a href="mailto:Debra_LillisonAcentennial.k12.or.us">Debra_LillisonAcentennial.k12.or.us</a>	None to report
Hillsboro SD: (503) 844-1123 Carol Hatfield <a href="mailto:hatfielc@hsd.k12.or.us">hatfielc@hsd.k12.or.us</a>	None to report
North Clackamas SD: (503) 353-6156 Mark Sexton <a href="mailto:sextonm@nclack.k12.or.us">sextonm@nclack.k12.or.us</a>	None to report
Oregon City SD: (503) 785-8540 Jennie Skellenger <a href="mailto:Jennie.skellenger@orecity.k12.or.us">Jennie.skellenger@orecity.k12.or.us</a>	None to report
Parkrose SD: (503) 408-2129 Melinda Hammond <a href="mailto:melinda_hammond@parkrose.k12.or.us">melinda_hammond@parkrose.k12.or.us</a>	None to report
Portland SD: (503) 916-6901 x77284 Keith Wright <a href="mailto:Kwright2@pps.k12.or.us">Kwright2@pps.k12.or.us</a>	None to Report
Reynolds SD: (503) 492-4921 x3311 Janet Trapold <a href="mailto:Janet_Trapold@reynolds.k12.or.us">Janet_Trapold@reynolds.k12.or.us</a>	First aid and CPR 11/6 and 12/4 8:00-12:00 cost \$25.00

BEAVERTON CLASSES:

OCT. 22 - EXPECTATIONS - STUDENT MANAGEMENT CLASS 9:45 - 11:45 AM

OCT. 25 - 26- 27 - CORE 8 HOUR 9:45 - 12:45 ALL THREE DAYS

OCT 29 - WINTER DRIVING CLASS 9:45 - 11:45 AM

OCT 29 - OUT OF SIGHT/OUT OF MIND POST TRIP CLASS 9:45 - 11:45 AM

OCT 29 - BACKING 101 CLASS 9:45 - 11:45 AM

NOV 5 - ADVANCE PRE-TRIP INSPECTION CLASS 9:45 - 11:45 AM

NOV 5 - INTERSECTION MAYHEM CLASS 9:45 - 11:45 AM

NOV 8 - 9 - MEDIC PEDIATRIC FIRST AID CLASS 9:45 - 12:45 BOTH DAYS

NOV 12 - CORE REFRESHER CLASS 8:00 AM - NOON

NOV 12 - DEFENSIVE DRIVING AND YOU CLASS 8:00 AM - NOON

NOV 19 - WINTER DRIVING CLASS 9:45 - 11:45 AM

JEAN E. FRAZEY

BEAVERTON SCHOOL DISTRICT

TRANSPORTATION TRAINING COORDINATOR

503-672-3721 - OFFICE

503-259-8168 - FAX

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