

MICHIGAN DEPARTMENT OF EDUCATION (MDE)
PUPIL TRANSPORTATION ADVISORY COMMITTEE (PTAC)

Thursday, October 18, 2018
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
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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 10:32 a.m. by Louis Burgess.

II. ROLL CALL AND RECOGNITION OF GUESTS

All members and guests were asked to sign in. Members were introduced, and the guest was Katrina Morris, West Shore ESD. Members in attendance included:

Michigan Department of Education

Louis Burgess
Ken Micklash

State

Carol Reagan (Primary)

State Police

John Holder (Alternate)

State Police – Office of Highway Safety Planning

Linda Fech (Primary)

Transportation

Rob Pearson (Primary)

Michigan Assn. for Pupil Transportation

Howard (Mac) Dashney

Michigan Assn. of ISD Administrators

Kim Hooper (Primary)

Michigan Assn. of School Administrators

Steve Matthews (Primary)

Michigan Assn. of School Boards

Jennifer Smith

Michigan Assn. of School Bus Officials

Jill Segal (Primary)

Office of Great Start/Head Start Collaboration Office

Kaitlin Ferrick (Primary)

Special Education Transportation Directors

Patricia Hifko (Primary)

Training Agency Assn. of Michigan

Lori Richardson (Primary)

Representing:

Northern Michigan Directors

William Coaster (Primary)

Rural Directors

Kevin Doty (Primary)

Suburban Directors

Mary Delor (Primary)

Guest

Katrina Morris, West Shore ESD

III. APPROVAL OF June 7, 2018, MEETING MINUTES

Kim Hooper moved, and Lori Richardson seconded to approve the minutes. The motion passed.

IV. ADDITIONS TO AGENDA AND APPROVAL OF AGENDA

Kim Hooper requested to add item on transportation of children attending child care centers. Lori Richardson moved, and Bill Coaster seconded to approve the agenda as amended. The motion passed.

V. OPENING COMMENTS/ANNOUNCEMENTS/PRESENTATIONS

A. MDE Initiated - Micklash

1. Lt. John Holder, Michigan State Police (MSP), provided a school bus inspection status update.

*2,134 school busses have been inspected during the 2018-19 cycle.

*MSP has hired a new inspector for the Upper Peninsula.

*A brief discussion on the placement of forward-facing cameras was held. As more fleets add this type of camera there are recommendations on the placement. Lt. Holder reviewed the guidance.

2. A planning meeting with representatives of the Michigan Association for Pupil Transportation, MSP and MDE was recently held. It was recommended to bring the following discussion items to PTAC:

- a. MCL 257.1839 (7) contractor school bus inspection reporting. It was recommended that MDE include

notification of this item in an upcoming Thursday statewide Superintendent Memo.

- b. Attorney General Opinion #6049 Authority to Deny Pupil Transportation.
- c. Gun Free School Policy as related to transportation.
- d. Katrina Morris, West Shore ESD, wheelchair (WC-19) and insurance related issues.
- e. Katrina Morris, West Shore ESD, school bus safety and security program.
- f. Sgt. Danielle Stewart, Michigan State Police, placement of forward-facing cameras on school buses. Inspection standards has specific standards for placement of the forward cameras.

VI. PRELIMINARY RECOMMENDATIONS/ITEMS PRESENTED TO PTAC

- A. Curriculum and Training - Coaster/Richardson/Micklash
 - 1. Supervisor Continuing Education

Bill Coaster reported the training cycle was completed on 9/30/18. The evaluation resulted in positive reviews of the training program.

- 2. Beginning School Bus Driver Safety Education – (No items)
- 3. Continuing Education School Bus Driver Safety Education Curriculum – Update

Lori Richardson reported the training cycle has completed. Planning for the next training program is underway.

- B. State and National Issues – (No items)

VII. FINAL RECOMMENDATIONS FOR PTAC TO CONSIDER

- A. Curriculum and Training – (No items)
- B. Management and Best Practices – Approval of two advisory practices: (1) Schools of Choice Transportation Considerations and (2) Considerations Before Contracting or Using Vehicles with 10 or Fewer for Pupil Transportation will be requested.

Additional issues with these two best practices were identified. Ken Micklash will re-visit and then re-send draft documents for review and approval prior to next PTAC meeting.

- 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)
4. Transportation for Children in Child Care Centers

Kim Hooper reported that Wayne County has about 100 child care centers (GSRP Headstart and private) and guidance is needed on how to legally transport children that attend these programs. This is not seen as a Wayne issue, but a statewide matter. Hooper requested that representatives of MSP, Michigan Department of Licensing and Regulatory Affairs, and MDE meet to formalize guidance associated with this issue. MDE will coordinate a meeting to develop requested guidance.

5. National Congress on School Transportation 2020.

Ken Micklash reviewed the purpose of the congress, and the support procedures. Discussion was held. 2015 members who plan to serve as Michigan delegates for the 2020 congress include: Lori Richardson, Kevin Doty, Carl Ingram, Fred Doty (for Kelly Dean) Darryl Hoftra and Ken Micklash. One new member will be needed.

IX. OTHER ISSUES

- A. Next meeting is February 7, 2019.

X. ADJOURNMENT

The meeting adjourned at 12:02 p.m. by Louis Burgess.