



## Oregon Pupil Transportation Association Northwest Chapter Meeting Minutes

February 15, 2011

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

Minutes taken by: Jean Frazey, Secretary

**Attendees:** Patricia Carner, BSD; Kim Crabtree, Sherwood SD; Jean Frazey, BSD; Charisse Wall, PPSD; TJ Crockett, DOE; Shawn Choruby, Western Bus Sales; Paula Adams, BSD; Debra Lillison, Centennial SD, Marlan Rohlena, Western Bus Sales; Teri Brady, PPSD; Sandy Van Baggen, PPSD; Robin Strand, PPSD; Andy Leibenguth, PPSD; Tony Sinclair, Head Start Wa County; and Debby Wright, BSD.

Minutes of the January 2011 meeting was seconded and approved.

**Financial Report:** No Report

### **Committees:**

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

Location for the NW Chapter Safety Exercise will be the BMC lot across from the Sherwood Transportation facility. Mark Sexton, NCSD is using an aerial map of the lot to plot out where events will be staged and determine the flow pattern also. Arrangements will be made to have Port-a-potties available. Sherwood Transportation has office space for the scoring, testing and presenting area.

TJ Crockett assured the meeting that ODE is working on a surprise test for the Safety event.

SW & NW will be sharing resources & judges.

2010- There were 52 signed up to complete and 48 completed the event.

PPSD will provide the SpEd buses, Sherwood/Beaverton will provide Transits, Head Start Washington County will provide 1 conventional. Patricia is going to contact North Clackamas and Oregon City to provide additional conventional buses.

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

Judge & Registration forms will be available soon on the OPTA website  
[www.schoolbusOPTA.org](http://www.schoolbusOPTA.org)

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. There is 10 early registrations already on Jean's desk eligible for the early registration drawing. Make sure you get yours in before March 11, 2011. Information can be found on the OPTA website [www.schoolbusopta.org](http://www.schoolbusopta.org)

**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. Sherwood SD has 100 posters submitted so far. Deadline must be postmarked by April 8, 2011.

The flyer is attached at the end of the minutes.

**Education** – Sandy Van Baggen reported:

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** – No report

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** – Patricia Carner reports:

August School Bus Driver Workshop is scheduled for August 9 – August 12, 2011 at Oregon City HS.

The next planning meeting is February 18 please contact Jennifer Willis, North Clackamas SD for more information

Jennifer Willis has secured speakers for the Friday workshop session. She has a tentative class schedule and instructor list is working on finding Instructors and guest speakers. She is still looking for volunteers for coverage of the front table area and clean-up help. She is looking for new classes and Instructors to present.

**State Board Report:** TJ Crockett reports:

The Change of Expiration date ruling on SB Certificates as its the second reading is scheduled for March 15, he has not received any objections or concerns regarding the change from transportation operations or districts.

There is also a change in the rule of selling buses for transporting students. Can not sell anything older than 1/1/1998. Standards have changed in the school bus industry and prior to that date buses do not have the same emission and safety standards.

48% of Oregon Students take a school bus.

State Conference- Tentatively planned for 6/20 – 6/23/2011 in Eugene at the River Valley Inn. More information will be coming to the OPTA website soon. The 2012 State Conference will be at the Riverhouse Convention Center in Bend Oregon.

### **OLD BUSINESS:**

Chapter Financial audit was completed before the January State Board meeting with Dawn Parsell. She will report on the finding at the April meeting.

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.

### **NEW BUSINESS**

Sandy Van Baggen is developing standards for Wheel Chair Securement for her operation and will be contacting different operations to gather information.

At the next meeting bring your nominations for the following officer positions that are opening up. Secretary (one year commitment), 1 Board Member (three year commitment), and President Elect (three year commitment).

### **ROUNDTABLE:**

The topic was on “Mentoring New Drivers”. There was lots of discussion on what is and is not being done for new drivers at the operations in attendance. The BSD Mentoring program has guidelines and checklist available for any one interested. Please contact Paula Adams or Dennis Allen in Beaverton.

Meeting adjourned at 12:50 pm.

Next meeting: April 19, 2011 at 11 am. Portland Public will host a meeting site. Location TBA.

# 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  
02/18/2011

Beaverton SD: (503) 672-3721 Jean Frazey <a href="mailto:Jean_Frazey@beaverton.k12.or.us">Jean_Frazey@beaverton.k12.or.us</a>	2/18 Expectations-Student Management Class: 8-Noon 3/11 Defensive Driving and You Class: 8-Noon 3/11 SPED Core Refresher Class: 8-Noon
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 3/6 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		
<b>Contact Person:</b> 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		<b>Contact Persons:</b> 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) <a href="mailto:baker_kevin@salkei.k12.or.us">baker_kevin@salkei.k12.or.us</a>	

**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](http://www.ontaschoolbus.org) or [www.nopt.org](http://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:** \_\_\_\_\_

