



Oregon Pupil Transportation Association Northwest Chapter Meeting Minutes

October 19, 2010

Meeting called to order at 12:00 p.m. by President Patricia Carner.

Minutes taken by: Jean Frazey, Secretary

Attendees: Mary Conger, NCSD; Doug Feddersen, NCSD; Patricia Carner, BSD; Kim Crabtree, Sherwood SD; Shelly Cota, Vernonia SD; Mark Sexton, N Clack SD, Debby Wright, BSD; Kathy Houck, Reynolds SD; Jean Frazey, BSD; Shawn Choruby, Western Bus; Lucy Weiser, BSD and Paula Adams, BSD.

Minutes of the August 2010 meeting amended and approved.

Financial Report: Mary Conger reported for Dawn Pearsall.

She handed out a financial report prepared by Dawn. After a discussion concerning the August Workshop lack of raising enough funds to pay for its self. It was decided to table the discussion until the committee report.

Beginning Balance	4,795.29
August Workshop	<u>11,735.14</u>
Total Income	16,530.43
Expenses	
August Workshop	
Postage	
Bank Service Charge	<u>9,127.97</u>
Balance	2,607.17
Checking Balance	7,402.46
CD Balance	3,655.52
Cash Box	<u>40.00</u>
10/19/2010 Total	11,097.98

The financial report was approved as submitted.

Committees:

Safety Exercises – Kim Crabtree & Patricia Carner report that:

Carl, Salem-Kaiser SD and State OPTA Safety Exercise chairperson has called for a planning meeting with the chapters and state. No date or time was set.

Patricia is looking at possible sites for the 2011 NW Chapter event. She has been in contact for the old Trojan Power Plant site which has a large parking lot. More details will be available at a later meeting date.

There were suggestions of looking at the Multnomah Greyhound Park site and possible Portland Meadow also.

Patricia asked Mark Sexton to look through the event trailer and come to the next meeting with a list of any supplies or equipment repair needed. Will also present the cost of supplies or repairs.

The following vendors have volunteered:

Brattain International – Sponsor the 2011 NW Chapter Safety Exercise Bar-b-que

Western Bus – Sponsor drinks for the 2011 NW Chapter Safety Exercise

Bretthauer Fuel – Sponsor trophies for the 2011 NW Chapter Safety Exercise

Need to find resources for donuts to have at the event.

Winter Workshop – Jean Frazey reports that:

The NWOPTA Winter Workshop will March 14, 2011.

She presented four possible sites for the conference and it was decided that Monarch Hotel in Clackamas will be the 2011 Conference site.

There was discussion on raising the registration fee to pay for the event. It was decided to table the discussion until next meeting were it could be determined what the impact is to the budget.

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

Poster Contest – No report from Charisse Wall.

Mary Conger reports that Charisse plans on working closely with the state chairperson.

Education – Open position. Patricia will check with NW Board members to find someone to chair this position.

Thank you Sandy VanBaggen for preparing a report of classes offered this month in the area. The list is attached at the end of the minutes.

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 there are 36 current NW Chapter members. There is a list at the end of the minutes. Please check for your name and if needed send in your dues as soon as possible to or 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.

Summer Workshop – No report from Jennifer Willis

Doug Feddersen reports that Oregon City is will be the location for the 2011. Lynnette O'Dell was able to secure the facility again.

Suggested date for the August Workshop is August 8 – 21, 2011

Mary Conger reports that Jennifer is working on scheduling a planning meeting soon.

There is a concern on the cost of Red Cross First Aid offered at the workshop and also that there should be discussion at the next meeting about increasing the registration fee. It was decided to table the discussion until next meeting were it could be determined what the impact is to the budget.

State Board Report: Mary Conger reports

State board is working hard getting ready for the NAPT Conference coming Oct. 30 – Nov. 4 to Portland. As of 10/18 there was 295 registered to attend.

Patricia & Mary are working hard finding donations for guest bags and door prizes at the conference. If you have resources to donations, please contact Patricia or Mary ASAP.

State board is looking for volunteers to cover different jobs at the conference. Also working on finding official greeters at the airport for conference attendees arriving.

The new website is up and running. Go to www.schoolbusopta.org and check it out. Jean Frazey volunteered to be the NW Chapter contact person for when items need to be posted to the website.

OLD BUSINESS:

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.

The meeting will be rotating around the region on a monthly basis for opportunities to visit new places. The November 16, 2010 meeting will be at the organized by N. Clackamas Transportation. Stay tuned for location announcement. December 14, 2010 meeting will be hosted by Western Bus Sales in Boring. So pick out the month that the association could visit your facility or a local restaurant in your area and be ready to host a meeting. Sign-up will be at the November meeting.

ROUNDTABLE:

A Roundtable topic will be announced each meeting for the following meeting by Kim Crabtree. The October topic was changed due to request to “Procedures for 70+ - How many times do others test after failures” and “What do others do for drivers that forget things on a continual basis”. November topic will be on “Mentoring New Drivers”.

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 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
10/19/2010

Beaverton SD: (503) 672-3721 Jean Frazey Jean_Frazey@beaverton.k12.or.us	See attached
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_LillisonAcentennial.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 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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