



## Oregon Pupil Transportation Association Northwest Chapter Meeting Minutes

**December 13, 2011**

Meeting Location: Forest Grove McMenamins Grand Lodge.

President Kim Crabtree called the meeting to order at 11:12 am

Members Present: Teri Brady, PPS; Keith Wright, PPS; Sharon Pierce, PPS; T.J. Crockett, ODE; Kim Crabtree, Sherwood; Jean Frazey, Beaverton; Mary Conger, NCSD; Dawn Parsall, NCSD; Marty Hopper, Estacada SD; Shawn Choruby, Western Bus Sales; Patricia Baker, BSD, Ryan Hahn, Astoria SD; and Paula Adams, BSD

Minutes of November 2011 meeting reviewed, motion made by Teri Brady to submit as presented, seconded by Dawn Parsell, minutes approved.

Financial Report submitted by Dawn Parsell. Motion made by Patricia Baker to approve as submitted, seconded by Mary Conger, report approved.

Dawn shared that there is a few past due fees from the August Workshop and that ODE and Lynette O'Dell Oregon City SD are working on collections. This a common occurrence, Lynette O'Dell will be sending out notices and normally by the end of January past due funds start being collected.

### **Committee Reports:**

Winter Workshop – submitted by Jean Frazey, Winter Workshop is scheduled at the Monarch Hotel on March 19<sup>th</sup> 8:00 am – 1:00 pm. Registration will be \$30 per participant. Speakers are still being sought and the agenda and registration information will be released in late January 2012.

Poster Contest: Mary Conger reported that the Poster Contest theme for 2012 Theme is 'Stand Back from the Yellow and Black". She had a handout of a flyer with the information to share with your schools. It is also attached to the end of these minutes. Steven Huillet,

DOE will be sending it out statewide to Superintendents and Art teachers. A reminder to anyone submitting a poster, the name coupon must be mounted on the back corner of the poster. Directions are in the flyer.

Summer Workshop: Jennifer Willis took great notes and will be happy to pass them on. Still need a Chairman. Shelley Cota from Vernonia offered to help, but needs a committee. It takes a lot of work to put this event together, please help find a Chair by next meeting. Mary Conger will look into a location being secured. Ryan Hahn will assist with organizing workshop. Dates looking at for Workshop are August 7 -10 or August 14 -17, 2012. It was suggested that once a firm date is set to send out post cards to all instructors to keep these dates open for teaching opportunities. It was felt that all instructors should teach at least one class.

Membership: Kathy Houck sent an updated list to Kim Crabtree. Reminder that to check that your dues have been paid. Applications are attached to the minutes and on the web site. Year is July 1 – June 30<sup>th</sup>.

ODE Report: T.J. reported that starting January 1, 2012 New Cell phone law only no hand held communication is allowed. Not sure regarding use of cell phone or Nextel if communicating with Dispatch. While Bus Drivers should be exempt, it may or may not be applied if there is an accident. Anti-Idling Law – 5 minute maximum in a 60 minute period; however there are exemptions for passenger comfort. This should be complaint driven ticketing/enforcement.

Safety Exercise Committee: Teri Brady reports that she is working on a site for the 2012 Safety Exercise, Intel Aloha campus is not available, and she has sent a letter to Multnomah Dog Track. Teri is looking for suggestions.

Dates for events are:

May 5<sup>th</sup>, 2012 – NW Chapter Safety Exercise

May 19<sup>th</sup>, 2012 – South Willamette Chapter Safety Exercise at Thurston HS in Eugene

Jun 2<sup>nd</sup>, 2012 – State Safety Exercise at Thurston HS in Eugene

Teri looked into purchasing two way radio's for NW Chapter rather than borrowing. Teri found it the cost would be between \$3500.00 - \$5500.00. So possibly South Willamette will continue to allow us to borrow. Astoria offered to lend their Nextel's for the event.

Sunshine: Dawn Parsell will be sending out cards to Carrie, from North Clackamas and Annetta Osborn from Warrenton SD Transportation.

Education: Sandy Van Baggen could not attend the meeting but is complying a list and will make it available for posting at the end of the minutes.

State Board: No report

Old Business:

Still need a Committee Chair, for the August Workshop.

New Business:

South Willamette's Winter Workshop is scheduled for February 25, 2012 at McNary High School in Salem. Workshop cost is \$25.00 No lunch provided. This year's focus is on Student Management.

New DVD on School Transportation Security Training is being made available. Steven Huillet will be sending out additional information.

State Summer Conference is June 18 – 21, 2012 in Bend Oregon at the Riverplace. More information will be coming.

Shawn Choruby, Western Bus Sales, has an opportunity for Q' Straint Training. Please contact him if interested.

Roundtable Discussion:

Topic - Mirroring lights

State says you MAY according to law. What do others do? Most mirror lights if safe to do so. An example was given where a bus couldn't because of an unknown person staying along the road and could not ensure person wouldn't board bus if door opened.

Meeting adjourned at 12:35 pm

Next meeting: January 10<sup>th</sup>, 2012 from 11 am at Old Spaghetti Factory in Clackamas.

# 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  
12/13/11

Beaverton SD: (503) 672-3721 Jean Frazey <a href="mailto:Jean_Frazey@beaverton.k12.or.us">Jean_Frazey@beaverton.k12.or.us</a>	Emergency Evacuation Class 1/20/12 10 to 12 at TSC Core Refresher Class 1/27/12 8 to 12 at TSC Defensive Driving and You 1/27/12 8 to 12 at TSC
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 1/21/12 8:00 to 12:00 \$35.00 Please contact Janet

