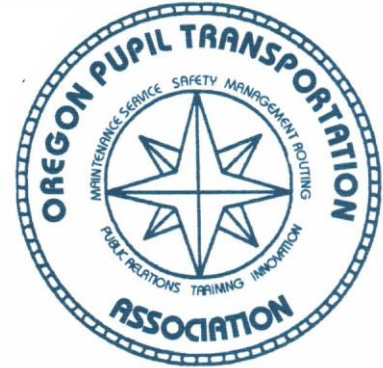


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*Minutes Of The State Board Meeting  
Oregon Pupil Transportation Association  
DRAFT*

*April 11, 2008*

*Welches, Oregon*

Meeting called to order at 11:20 AM by board president, Michael Shields

**In Attendance:**

- Michael Shields	- Kathy Houck	- Chris Ellison
- Doug Feddersen	- Marty Hopper	- Deborah Lincoln
- TJ Crockett	- Carl Salstrom	- Robin Biden
- Keith Wright	- David Phillips	- Matt Kutcher
- Janet Alley		

**Note** that Robin's new work phone number is: 503-844-1123.

The **Agenda** was distributed and reviewed.

**Minutes** of the February 7th meeting were reviewed. The minutes were amended:

- Under **Chapter Reports**, "South Willamette" should read, "South Willamette".
- Under **Web Page**, Aaron's E-mail address reads, "richkins" and should read, [aaron\\_richins@beavton.k12.or.us](mailto:aaron_richins@beavton.k12.or.us).

Minutes were approved as amended.

**Financial Report** was reviewed. The report was accepted as submitted.

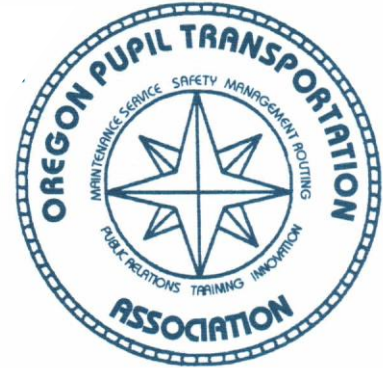
**Chapter Reports:**

**South Willamette:** Chapter has formed a subcommittee to facilitate plans for the 2009 Winter Workshop. They are planning a full-scale disaster event involving a school bus / train accident. They are soliciting support in the form of personnel, financial resources and expendable video equipment. The Workshop would have additional related training events for attendees. It is scheduled for Saturday, February 21, 2009. Chris Ellison requested financial support from the State Board for this event.

Carl Salstrom was elected to fill out the remaining term of Vice President. Elections are in progress for the upcoming term.

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A plaque was displayed honoring Jim Harris, a former driver from the Springfield School District. The “Jim Harris Team Trophy” will be the South Willamette Chapter’s, Safety Exercise, Traveling Team Trophy.

**Northwest:** Chapter held a successful Winter Workshop on March 19th. The Chapter is considering making funds available to reimburse expenses incurred by members when an activity benefits the Chapter.

**Budget Report:**

The 2008 – ’09 Budget was presented by Robin Biden for considerations, corrections and input.

**Legislative Report:**

Deborah provided a brief summary of proposed rules that are close to finalization. They include rules regarding the use of motorcoaches and background check procedures.

**Safety Exercise:**

The Safety Exercise Booklet is finalized and available to include Awards information. Marty has agreed to provide meals for the judges at the State event. Details and assignments were discussed. Approved purchase of different color cones for course management.

**Head Judge.** Chris discussed his role of Head Judge and the benefit of having the same person serve that role at all three exercises. It was agreed to facilitate that in the future. Note that this is Chris’ last year to serve as Head Judge.

The Traveling Team Trophy identification plate is full. A new plate will be installed and the old one retired to an accompanying plaque that will go with the trophy.

**Committee Reports:**

Constitution and By-Law Sub-committee made a recommendation to the Board.

In the interest of improving continuity, it was recommended that, commencing with the 2008 – ’09 term, the terms of service be changed to two (2) year President Elect and two (2) year President. The role of Past President would then be made by appointment for a one (1) year term by the current President from a pool of all Past Presidents.

The Past President would serve a one (1) year term by appointment. The office would be a non-voting position, as the person would not have been elected to the position. Duties and Responsibilities would include those as defined in the Officers Manual for “Immediate Past President”, currently including attendance of all State Board Meetings and Chairing the Awards and Nominating Committees.

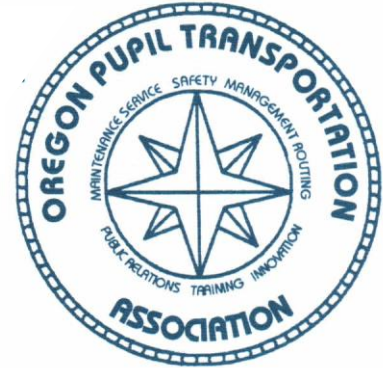
Qualifications:

- Must have served as State OPTA President.

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- Member in good standing.
- Not necessary to be actively employed in pupil transportation.
- For the 2008 – '09 term only, the current President to serve as the Past President.

Succession replacements would follow as currently defined. No one person would be allowed to serve the office of President for more than three years without a break in service.

Should this change become effective, Robin stated that she would be willing to serve as President for two years. At Board request, the Sub-committee will move forward and draft a final document to present to the General Membership once the Board

**Committee Reports**, continued:

approves it. The Sub-committee will go through the By-laws to check on other related areas.

**Recording Secretary**. Robin also wants to explore changing the By-Laws so that a non-board member could serve the role of Recording Secretary.

**Old Business:**

The Association still has not received payment from Nextel for last year's conference.

**President's Social**. David will contact various vendors to seek sponsorship of a Sunday evening, President's Social.

**New Business:**

Robin presented a recap of the Transporting Students with Disabilities conference. She was able to take her school district's Director of Special Education with her and emphasized how valuable it was to have that person be part of the event.

**State Conference:**

Reviewed a draft of the conference schedule and events. Changes were suggested and noted.

Deborah will be in charge of procuring the Door Prizes for distribution throughout the Conference.

All other elements are in progress and moving smoothly.

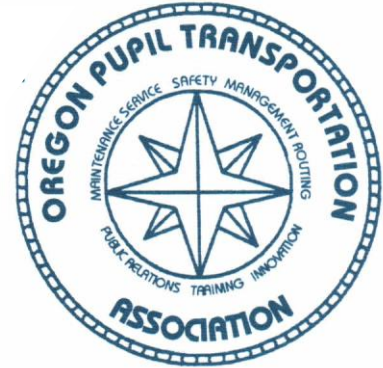
**Newsletter:**

Upcoming issue is in progress. Should you have items for inclusion, please send them to TJ Crockett.  
[crockett@nclack.k12.or.us](mailto:crockett@nclack.k12.or.us)

**School Bus Safety Week:**

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Chapters are in progress of selecting winners. It was suggested that qualifying chapter level posters go to chapter level Safety Exercises so that drivers could vote for their favorites. Perhaps winning chapter posters would advance to and be voted on at the State Safety Exercise. The Poster Contest Committee will determine the best course of action and proceed.

**Education:**

The Board viewed a customer service video during the lunch break.

**Awards Committee:**

Booklets are out for nominations.

**Good Of The Order:**

It was discussed that the role of Historian has not been kept current. Along with this, it was recommended to garner biographical information on the people who have awards named in their honor. David volunteered to look into this and move towards getting these items up to date.

**Web Page:**

Brian Mullins presented the new format for the OPTA Website and explained the functions and benefits of the included features.

Looks great! Good job, Brian!

**Adjournment:** Meeting was adjourned at 5:00p.

Submitted for approval,

(DP)

David A. Phillips, Recording Secretary