

MAPT Board of Directors Meeting

State Police Barracks Bangor

November 20, 2008

Board Members Present

Lennie Goff	President
Joann Woodworth	Vice President
Cindy Button	Secretary
Kevin Mallory	Treasurer
Ron Deegan	At Large
Brenda Cravens	At Large
Rick Soules	Ex-Officio/MaineDOE
Peter Saucier	At Large
Jamie Dionne	Maine State Police

Others Present

Harvey Boatman	HCB3 Consulting
George P Jones III	Pupil Transportation Consultants
Julie Waters	MSAD 28
Dave Leavitt	MSAD 9
Wayne St. Pierre	Caribou
Jeff Baker	First Student
Pat Plourde	Maine State Police
Gary Chapman	Maine State Police
Duane Jewell	Maine State Police
Steve Lambert	MSAD 6
Rodney Waugh	O'Connor Bus

Lennie asked for a motion to accept the October minutes. Peter Saucier made the motion, Joanne Woodworth seconded. Unanimous vote to accept the minutes.

Treasurers Report – Kevin Mallory

Kevin supplied us with a copy of his report. He gave a brief report on Profit & Loss, Balance, Check and Charge Detail. Lennie Goff asked for a motion to accept the report. Brenda Cravens made a motion to accept. Joanne Woodworth seconded the motion. The motion passed unanimously.

Harvey Boatman made the suggestion to break down the membership by contractors and members. He felt having two separate lists will make it easier.

Presidents Report – Lennie Goff

Lennie congratulated Cindy Button for passing the CDPT and Brenda Cravens for passing the CSPT test at the NAPT Conference in Myrtle Beach last month.

Old Business

Policy and Procedure Manual Update – Harvey Boatman

Harvey is researching models that we might be able to adopt. He will bring these to the board as he gets nearer completion. He said it is a slow process.

Kevin asked Harvey to develop language for money that is given to individuals for scholarship that is not used; what happens to that money? Do we give it back?

1. What circumstances does MAPT pay for a scholarship? Need to have a policy in place with a deadline and for a cancellation. Also include in this procedure, if an individual feels that a situation is out of their control, a request in writing must be submitted to the board for consideration of reimbursement for any money. This must include a deadline.

2. Direct policy – person pays up front, then MAPT reimburses. Reimbursed with certain criteria; amount and up to a certain amount with a deadline.

Dave felt this should be an individual basis. Scholarship and Sponsor. We should distinguish the two.

Lennie would like a policy to address all these issues with a procedure attached.

MSMA Conference

Lennie attended the two day session. He said it was well attended. He met with and spoke to several superintendents. If we want the opportunity to speak to the superintendents at this conference, we need to request this in writing by March.

Ron Deegan asked what message we wanted to share with them. RFP, consolidation etc. We need to give subject matter to them.

Harvey suggested talking to them about memberships.

GIS Update

Dave Leavitt and Ron Deegan attended this event. January 21, 2009 is the next GIS Day. Dave felt it was appropriate for us to represent our organization. Ron Deegan did a lot of networking with routing software companies. He received good information. Lennie felt we should attend the next GIS in January.

Conference Committee Update – Brenda Cravens

Brenda Cravens is having a hard time getting in touch with committee members. She gained two more volunteers for help, Bev Hooper from MSAD 35 and Della Maher for MSAD 60.

The Southern Regional will be held in North Berwick at Noble High School. Locations for the remaining are needed. Brenda also asked for ideas for workshops. She said defensive driving; self control and demystifying consolidation were suggested. Brenda also suggested a class on EPI-Pen and/or peanut allergy and medications. Jamie Dionne suggested bomb detection for the annual at Sugarloaf. Brenda also asked about a class for directors at the regional. The idea for free registrations for the host districts was also mentioned. Volunteers are needed for the regional and annual conferences.

Lennie asked for ideas for a theme for the conference. Peter Saucier suggested moral.

Cindy Button suggested team work. Email Brenda Cravens any ideas.

Dave Leavitt said that a gentleman (Dan Walters) from the National GIS would be willing to make a presentation at the annual conference.

Lennie said we need to push for locations for the regional. Lennie will host the Central if necessary, but would like to see it in the Bangor area. Dave Leavitt can host this year, but feels because of cuts he has to make, he may not be able to send anyone to the conferences.

George Jones felt that some may attend training on their own even if they can't get paid.

Kevin questioned the price for the conferences. It was \$35.00 last year. Do we want to take 10.00 off the top? No fees for the host schools.

Ron thought it would be easier to budget.

Dave Leavitt asked to look at actual cost. Ron recommends looking at the last two year's costs to see what the actual cost of a conference is.

Kevin feels that it has taken so long to get to the point we are at now financially, we should take a look before we drop the price too low.

Peter would like to cross reference the annual to the regional to see where you can cover the most drivers.

George didn't feel comparing would be the answer because of the two totally different types of people each conference draws.

Rick Soules reminded us to look at the \$30,000 from DOE, not just the \$10,000 and be prepared to show where the money is going.

Harvey agreed, stating that we should be proactive and have this entire information available if asked.

Lennie asked to have a report put together for the commissioner.

NAPT Update

Lennie Goff, Rick Soules, George Jones, Cindy Button, Brenda Cravens, Dave Leavitt, Ron Deegan and Bev Hooper attended the conference. Ron Deegan thought there was valuable information and made many contacts. He did a lot of networking while there. He particularly liked the class on special needs, involving IEP etc. He also spoke to many routing software vendors.

Cindy Button spoke about a class she particularly liked on business writing. She said she learned a great deal and was going to put together a presentation for the annual conference.

Lennie Goff said the classes were high quality, and there is always something to be learned. He said the networking piece is most valuable. He also felt that each one of us should prepare for and instruct a class at the regional or annual conference.

George Jones, on the lighter side, it was cold! On a more serious side, Charlie Hott, NHTSA, shared that the Bush Administration is trying to get child restraints in school buses out the door. He feels we are not going to see any specific recommendations for child restraints in larger buses. This is probably the last we will hear on this subject.

Harvey feels the seat space issue has now been resolved which leaves the question of cost. He said not to discount NHTSA making a recommendation.

Kevin Mallory asked the question about ordering new buses with a 3 pt harness or go with NHTSA guidelines. There will be compliance issues. Rick Soules agrees it will be costly to order/install integrated seats in all buses.

Lennie asked all board members to get pictures and a bio to Joanne so she can get it posted on the website. Joanne acknowledged keeping the web up to date is an ongoing process.

George Jones asked to have all place holders taken off the web page. Joanne said there was an issue with space. She will work with Rick about this issue with the server.

New Business

Budget Shortfalls

Lennie Goff explained the cuts are significant. Ronnie and Dave attended the press conference. Ronnie explained that basically 150 million will be cut in three phases. 1st phase - is 80 million from each department. This Friday, all superintendents will receive a letter with the amount of the cut. 2nd phase – 70 million in January and 3rd phase – word is flat funded for next two years. Looking at 10% from the flat fund.

Rick Soules explained that 27 million is from the GPA fund. 55 million over the next two years, and after June 30 this year, another 27 million.

There was a discussion about determining the fiscal year/calendar year. Rick Soules will get clarification on this and will email the information to us. Rick assured us as of now the funding for school bus purchasing is secure. There will be no increase, but will stay where it was last year. The RFP amount is also secure.

Lennie suggested a Winter Forum. The idea would be for the directors to get together and share ideas. We need to be supportive of each other. Kevin agreed, stating that we need to have mission for this forum. Safety seems to be a direction to look at. A lengthy discussion was held as to when to hold this forum. Most felt to have it sooner rather than later.

Peter Saucier suggested the use of an ITV room for some members that lived further way. Rick Soules will see if the ITV room in Augusta is available for December.

Email Lennie Goff with any ideas and/or suggestions for the forum. We can try to hold a forum after our next Board of Directors Meeting.

Request to Sponsor Harvey Boatman

Harvey explained the Special Needs Conference and the importance of attending. It is a great means for bringing new information back. Dave Leavitt asked if we had funding reserved for directors to attend.

Kevin Mallory made a motion for a MAPT scholarship in the amount of \$600.00 dollars to send four additional people to the conference. Brenda Cravens seconded the motion. All voted in favor. The next Special Needs Conference will be held in March in Indianapolis.

Kevin also stated that criteria needed to be set for sending people to the conferences.

Regional Service Centers

Lennie and Joanne are currently working on a consolidation project. They are in hopes that by February they will be able to give us more information about it and when to expect it to get underway. Lennie also mentioned the possibility of visiting the New Brunswick providence and researching their consolidation process. He spoke with a gentleman, Richard Larin, from the providence last week.

George Jones has concerns over this and wants us to make sure that we look at the pit falls before making any decisions. He recommended that we look at the consolidation process that Massachusetts and New York have used and some of the issues that they have incurred throughout the process.

Other Business

Maine DOE Report on RFP-Rick Soules

They are appealing the appeal. A new RFP will be issued that will be more specific. Hopefully this will be awarded in February and possibly to be implemented starting in the

summer of 2009. Rick invited anyone interested to join him on this committee. Dave Leavitt and Joanne Woodworth volunteered to serve on this committee.

Rick spoke to the Aroostook Superintendents and felt that it went well and as a whole they had an understanding of transportation and the cuts needed.

Emergency Management has concerns regarding the cuts and the effects it may have.

Rick spoke briefly about the incident in Stockton Springs. This incident lasted 19 minutes and the bus driver was one of the first on the scene. He stated the driver was a big help at the scene. He went on to say that drivers play a huge role in and around the schools

Maine State Police – Jamie Dionne

A meeting will be held immediately following this meeting to discuss the criteria for out of service vehicles.

MAPT Liaison Update – Harvey Boatman

Distant learning from NAPT. He will have more information soon. On 12/5 Harvey will attend an informational about “Study Wiz”, the software the state uses for distant learning.

Ron Deegan made a motion to enter into executive session at 12:22 PM to discuss a personnel issue. Peter Saucier seconded the motion. All voted in favor.

Peter Saucier made a motion to come out of executive session at 12:40 PM. Brenda Cravens seconded the motion. All voted in favor.

Dave Leavitt made a motion to direct Harvey Boatman to create a policy regarding the scholarship award and a procedure for the board to follow. Brenda seconded the motion. All voted in favor.

Brenda Cravens made a motion to adjourn at 12:45 PM. Joanne seconded the motion.