



Basic Transportation Administration Issues (New Supervisor Workshop) MAPT Leadership Academy

THREE-DAYS of Instruction
April 12, May 17, and June 19, 2017

9:00 am – 4:00 pm at the MAPT Office (Last Day at Lansing Center)

This class qualifies as 18 hours for the MAPT Leadership Academy and/or
18 hours for the MSBO Transportation Director's Certification Program

(Must attend all three sessions)



These three days of instruction are designed to provide a new supervisor with the tools needed to better perform their professional responsibilities. Instructor: Mac Dashney, PTOMI

TOPICS

- Bus Stop Evaluation
- Routes and Routing
- Laws, Rules, Regulations
- Benchmarking fleet operations- data collection for management decision making: What, When and Why?
- Resources Supervisors need to know to successfully manage
- Successful management Planning, Scheduling and Administering
- Networking with colleagues and vendors
- Personnel records and issues

BASIC TRANSPORTATION ADMINISTRATION ISSUES

One Registration per attendee - Photocopy for additional registrations

NAME _____
PLEASE PRINT

EMAIL ADDRESS _____

SCHOOL DISTRICT _____

SCHOOL ADDRESS _____

CITY/STATE/ZIP _____

PHONE _____ FAX _____

PO # _____ Total \$ _____

Please make checks payable to: Michigan Association for Pupil Transportation
Mail to: 6250 W. Michigan Avenue Suite A, Lansing, MI 48917

OR charge my VISA MasterCard American Express Discover

Card # _____

Expiration Date _____ Security Code _____ Amount _____

Name on Card _____

Address CC statement is mailed to _____

City/State/Zip _____

Registration Fee:

MAPT Member \$360.00

MAPT Non-Member

Supervisor/Director \$500.00

Support Staff \$405.00

*A late fee of \$25.00 will be added for registrations received after March 29, 2017.

***NO REFUNDS** after March 29, 2017.
Refunds for cancellations received
IN WRITING prior to March 30 will be
charged a \$25.00 processing fee.

***NO-SHOWS WILL BE INVOICED!**

*Registration questions:
Call MAPT at 517-886-0881
Fax registration forms to 517-886-0882

PRICE INCLUDES LUNCH