



Michigan Association for Pupil Transportation

2853 Jolly Road Suite 2, Okemos, MI 48864 Phone (517) 886-0881 Fax (517) 886-0882

REGISTRATION FORM

Basic Fleet Management Course (18 hrs)

\$390.00 member or \$550.00 non member

Three days of instruction designed to provide a new supervisor with the tools needed to perform their professional responsibilities. Key areas covered include successful management planning, scheduling, personnel records and issues, routes and routing, bus stop evaluations, benchmarking fleet operations, an overview of P.A. 187 along with all laws, rules, regulations and opinions. Must be present at all three sessions

Human Relations for Transportation (6 hrs)

\$175.00 member or \$335.00 non member

Learn required driver qualification documentation to insure State and Federal compliance. Class time will cover required documentation in the following categories: The Pupil Transportation Act, Michigan Motor Vehicle Code, Federal Motor Carrier Regulations, The Michigan School Code, and Safe School Legislation PA 130 of 2005.

Laws, Rules & Regulations (4 hrs)

\$95.00 member or \$255.00 non member

Become familiar with and know the difference between attorney general options, court precedents, laws, recommendations, regulations and rules to make these decisions. Preparation to deliver written reports and verbal briefings which demonstrate your ability to describe problems, propose resolutions and support those resolutions with specific documentation will be addressed

Liability & Tort Law (4 hrs)

\$95.00 member or \$255.00 non member

Terminology will be identified and defined. Laws most directly related to pupil transportation liability and tort issues will be reviewed. Application of those laws in a pupil transportation environment will be discussed. Michigan Court of Appeals decisions regarding specific pupil transportation liability situations will be presented and discussed. Supervisors will leave this session with information and strategies to minimize their districts, staff's and their own liability responsibility.

Managing Staff Training (4 hrs)

\$95.00 member or \$255.00 non member

Pupil transportation is a dynamic activity with important consequences for service providers and service users. System break-downs are infrequent but have catastrophic outcomes. Staff training is a key tool fleet managers can use to limit breakdowns and minimize their consequences. This class will address training questions and provide methods to answer them.

Special Needs Transportation (4 hrs)

\$95.00 member or \$255.00 non member

ADA, IDEA, IEP, FERPA and Section 504 – these laws impact all of us who transport students with special needs. Be prepared for the challenges and responsibilities of transporting students with special needs. This class will provide an understanding of these laws, behavior issues, wheelchair securement and the proper storing of equipment and supplies needed to transport special needs. We will also discuss how to properly secure a student in car seats and safety vests, "Star Seat" and other types of CSRS. Can a special needs student be suspended? What procedures must be followed to do so. What is a behavior management plan and how important is documentation.

Writing Bus Specs (4 hrs)

\$95.00 member or \$255.00 non member

Get insight on the basics of school bus specifications and what works. Learn what works best in different geographical areas and conditions.

Transportation Facility Operations (8 hrs)

\$260.00 member or \$420.00 non member

Learn the fundamentals of fleet maintenance for anyone responsible for or interested in shop operations. Topics include budgeting and recording keeping, vehicle purchasing factors and vehicle maintenance, benchmarking, state police inspections, MIOSHA, and OSHA and under-ground storage tanks.

Train the Trainer (18 hrs)

\$390.00 member or \$550.00 non member

This 3 day program is designed for supervisors and driver trainers and includes the new CDL updates. It is designed to assist in preparing new drivers with necessary road skills and information; prerequisite to the beginner bus driver curriculum. Due to the hands on and individual training required in this class, class size is limited.

Date of class

Name

Title/Position

School District/Organization

Street Address

City/State/Zip

Email

Office Phone

Cell Phone

Mailing Instructions:

**All checks should be payable to MAPT and sent to:
2853 Jolly Road, Suite 2
Okemos, MI 48864**

OR charge my VISA MasterCard American Express

Discover

and email to admin@mapt.org & morrisk@mapt.org

Name on Card

Card #

Expiration Date and Security Code

Address statement sent to