To: Pupil Transportation Contact Persons

From: Virginia Association for Pupil Transportation (VAPT) and Virginia Department of Education (VDOE)

Subject: Conference Materials and VAPT-related materials

Date: March 15, 2016

ENCLOSURES:

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Please complete the enclosed registration form and send to: VAPT, P. O. Box 328, Chesterfield, VA 23832

You may pay with a check or a Purchase Order.
Monday, June 20, 2016

8 am  Bryan W. Morris, Sr. Memorial Golf Tournament
Location: The Country Club at the Highlands
8136 Highland Glen Drive
Chesterfield, VA  23838
Coordinator: David Pace, Virginia Beach City, Retired

8 am  School Bus Road-e-o
Location: James River High School
Coordinator: Sharon Utley, Chesterfield County
Lunch by Carter Machinery

8 am  Technician’s Competition
Location: Henrico County, Central Automotive Maintenance
10301 Woodman Road
Glen Allen, VA  34060
Coordinator: Robert Clinebell, Norfolk City
10 – 5 pm  Registration  
Location: James River Ballroom Foyer  
Coordinators: Alice Matthews, Barbara Goodman, Brenda Huband

10 – 5 pm  Exhibitors Setup  
Location: James River Ballroom

2:30 pm  First General Session  
Location: Shenandoah Ballroom, Parlors C & D  
Presiding: Lonnie Reavis, President, VAPT

Presentation of Colors – Franklin Military Academy, Richmond, VA  
Pledge of Allegiance – Franklin Military Academy  
National Anthem – Franklin Military Academy  
Invocation – Floyd Miles, Richmond City  
Welcome – Dr. Steven Staples, VDOE Superintendent of Public Instruction  
VAPT Business Meeting

Keynote: “Unsung Hero's #We All Need Some Help Managing Students”  
Speaker: Glen P. Brooks, Jr.

5 pm  Vendor Hospitality Night or Dinner on your own

Tuesday, June 21, 2016

7:30 am  Registration  
Location: James River Ballroom Foyer  
Coordinators: Alice Matthews, Barbara Goodman, Brenda Huband

7:00 am – 1 pm  Trade Show & School Bus Display (outside)  
Location: James River Ballroom  
Coordinators: Fred Valentine, Gail Putze, Harold Grimes

Continental Breakfast in Exhibit Area  
Sponsored by:

12 noon  Lunch in the Trade Show Area (Must have a coupon to receive a lunch)

12:30 pm  Three Drawings for $200 prizes  
Sponsored by Kingmor Supply, Inc.
1:00 pm – 4:00 pm Technician’s Sessions
Location: James River High School Auditorium
3700 James River Road
Midlothian, VA 23113
Coordinator: Bob Clinebell, Norfolk City

1:00 – 5:00 pm PDS 902 – Crisis Communication
Location: Parlor C
Instructor: Barry R. Sudduth, CDPT, Stafford County
Moderator:

1:15 pm Second General Session
Location:
Moderator:

1:15 pm – 2:30 p.m. Understanding DOT Medical & Fit for Duty Requirements for Governmental Fleets
Speaker: Larry Minor, Associate Administrator for Policy, Federal Motor Carrier Administration

Natural Disasters and Their Impact on Student Transportation
Speakers: Kenny Forrest, Transportation Director, Spotsylvania County
Dr. Victor Shandor, Superintendent York County
Anne Marie Lanan, Transportation Director, Gloucester County

5:30 pm Family Night Dinner
Sponsored by Sonny Merryman, Inc.
Buses leave at 5:30 pm

Wednesday, June 22, 2016

7 am – 4 pm Technician’s Sessions
Location: James River High School
3700 James River Road
Midlothian, VA 23113
Coordinator: Bob Clinebell, Norfolk City

7:30 am Continental Breakfast
Location:
Sponsor:

8 am - noon Third General Session
Location:
Moderator:
8:00 –
12 noon   **PDS 901 – School Transportation Security Assessment**
Location:
Instructor:  Cheryl Fisher, CDPT, Fauquier County

8 – 9:45 am  **Mental Health Issues Which May Impact Safe Pupil Transportation**
Speaker:  Ms. Vivian Stith-Williams, School Social Worker Specialist, VA DOE

10 –
11:45 am   **VA State Police Sex Offender Registry: The Do’s and Don’ts of Using Registry Information in Conjunction with a Pupil Transportation Operation**
Speakers:  Sgt. Stephan Vick, VA State Police
Trooper Angela Shaffer, VA State Police

12 – 1 pm   **Lunch**
Location:
Sponsored by Carter Machinery, Inc.

1 – 3:45 pm  **Bus Security Drill**
Location:  TBD

5 – 6 pm   **Reception**
Location:  Parlors G & H
Sponsored by Kingmor Supply, Inc.

6 pm  **Banquet**
Location:  James River Ballroom, Parlors G & H

Presiding:  Lonnie Reavis, President
Poster Contest:  Diane Stewart, Virginia Beach City
Golf:  David Pace, Retired
Road-e-o:  Sharon Utley, Chesterfield County
Scholarships:  Linwood Horne, Hanover County
Dean Farmer, Sonny Merryman, Inc.
Technicians:  Bob Clinebell, Norfolk City
Hall of Fame:  Fred Valentine, Retired

**Dance**
Location:  James River Ballroom, Parlors G & H
Sponsored by Kingmor Supply, Inc.

**Thursday, June 23, 2016**

9 – 12 noon   **Closing Session**

8 – 9 am   **Breakfast**
Location:  James River Ballroom Foyer
Sponsored by Kingmor Supply, Inc.
8:30 – 9 am  Speaker (IC)
9 – 11 am  VAPT Business Meeting
11:15 am  Announcements

VAPT EXECUTIVE BOARD

President – Lonnie Reavis, Loudoun County
Vice President – James Lash, York County
Secretary – Cheryl Fisher, Fauquier County
Treasurer – Floyd Miles, Richmond City
Past President – Kermit Shaffer, Retired

Board of Directors

Region 1 – Edward Tucker, Dinwiddie County
Region 2 – Steve Pappas, Poquoson City
Region 3 – Heather Handschin, Spotsylvania County
Region 4 – Marty Quigley, Shenandoah County
Region 5 – Jessica Cannon, Fluvanna County
Region 6 – Donna Carter, Franklin County
Region 7 – Gary Adams, Scott County
Region 8 – Torey Holmes, Prince Edward County

DOE Staff

____________________, Director of Support Services
Alice Matthews, Administrative Assistant
Kerry Miller, Associate Director
Jackie Herring, Transportation Specialist

Dr. Steven Staples, Superintendent of Public Instruction
Kent Dickey, Deputy Superintendent for Finance and Operations
VIRGINIA’S “BEST” SCHOOL BUS TECHNICIAN COMPETITION

WHAT: The sixth statewide competition to identify the “Best” School Bus Technician

WHEN: Monday June 20, 2016. Competition starts at 9:00 A.M.

WHERE: Henrico County, Central Automotive Maintenance
        10301 Woodman Road
        Glen Allen, VA  23060

ELIGIBILITY: Competition is limited to one participant from each School Division (or City/County/Contracted Maintenance Operation, responsible for school bus maintenance). All participants must be currently employed as a School Bus Technician (or equivalent title), working full time with primary duties of school bus maintenance and service.

COMPETITION: The competition will consist of a Written Exam and a Hands-On Exercise.

To register, complete the Competition Registration Form and return it to:

Mr. Robert Clinebell
5555 Raby Road
Norfolk, VA 23502

Registration Forms can also be faxed to (757) 892-3329 or emailed to: rclinebell@nps.k12.va.us

Registration Forms must be received by Friday, June 3, 2016.
VIRGINIA’S BEST
TECHNICIAN’S COMPETITION

PURPOSE:
An annual skills competition will be held to determine the “Best” School Bus Technician in the Commonwealth of Virginia to represent Virginia at the National Association for Pupil Transportation (NAPT) School Bus Technician’s Training and Skills Competition.

ELIGIBILITY:
Competition is limited to one participant from each School Division (or City/County/Contracted Maintenance Operation, responsible for school bus maintenance). All participants must be currently employed as a School Bus Technician (or equivalent title), working full time with primary duties of school bus maintenance and service.

COMPETITION:
The competition will consist of a Written Exam and a Hands-On Exercise.

Written Exam:
Technicians must be knowledgeable in all areas of school bus maintenance/repair and be able to demonstrate proficiency based on technical knowledge. The written exam will test the technician’s knowledge as well as their ability to read, comprehend, and respond. The written exam will consist of 50 questions and cover various technical topics relative to school bus applications to include electrical systems, brakes, engines, suspensions, drive trains, and body systems. Total time allotted for the written exam will be 45 minutes.

Diagnostics Hands-On:
Technicians must be capable of diagnosing, troubleshooting, and repairing various mechanical components found on school buses. This requires not only mechanical knowledge, but the ability to use troubleshooting techniques and equipment. The diagnostics hands-on exercise will test the technician’s hands on ability of working on various components/systems. The diagnostics hands-on exercise will consist of troubleshooting and identifying mechanical deficiencies in different school bus components/systems. Specific instructions/conditions for each of the diagnostic areas will be provided immediately prior to the competition. Technicians will be required to provide in detail, the cause of a specific defect and/or the proper techniques for correcting the defect. Total time allotted for each of the diagnostic areas will be 15 minutes. Participants must be prepared to work in a “shop environment” and be wearing proper clothing. (i.e. uniform and safety shoes).

TIE-BREAKER:
In the event of a tie score, a tie-breaker will be implemented to determine the first, second and third place standings. The tie-breaker will be the shortest amount of time used to complete one of the diagnostic hands-on exercises. Prior to the start of the competition, one of the diagnostic hands-on exercises will be selected by the Technician’s Competition Committee to be the timed event. In the event that a tie remains, the competitors who are tied will be randomly selected by the Technician’s Competition Committee for first, second or third place.

AWARDS:
Awards will be presented to the first, second and third place winners. The first place and second place winner will be asked to represent Virginia at the National Association for Pupil Transportation (NAPT) School Bus Technician’s Training and Skills Competition in either the School Bus Technician or the School Bus Inspector category.
Virginia Association for Pupil Transportation (VAPT)  
School Bus Technician Competition Registration

To be Completed By Competitor (Please Print)

NAME:________________________________________________________________________

SCHOOL DIVISION:______________________________________________________________________

Address: _______________________________________________________________________
City:________________________________ State:________________ Zip Code:______________

Contact Number: (       ) ______________________  Fax Number: (       ) ____________________

Email:___________________________________________________________________________

Signature:________________________________________   Date:__________________________

By verification of Signature, I have read, understand, and accept all terms and conditions of this 
competition.

To be Completed By Competitor’s Supervisor (Please Print)

NAME:_____________________________________  Title:_______________________________

SCHOOL DIVISION:______________________________________________________________________

Contact Number: (       ) ______________________  Fax Number: (       ) ____________________

Email:___________________________________________________________________________

Signature:________________________________________________   Date:__________________

By signature I certify that the competitor named above is currently employed in a position to 
routinely/frequently perform school bus maintenance/repair.
TECHNICIAN’S SCHEDULE VAPT 2016 CONFERENCE

TUESDAY, JUNE 21, 2016

1:00 – 4:00 PM
TECHNICIAN’S GENERAL SESSION I
Shuttle Buses depart James River High School, Auditorium
@ 12:30 PM 3700 James River Road
Midlothian, VA 23113

1:00 PM – 2:00 PM
State Inspection Program, Trooper Kirk Umberger
Virginia State Police, Safety Division

2:00 PM – 3:15 PM
Filtration Solutions for Today’s Fuel Issues

3:15 PM – 4:00 PM
ASE Overview, Matt Haugh

4:00 PM
Shuttle buses available for return to DoubleTree Hotel

WEDNESDAY JUNE 22, 2016

8:00 AM – 4:00 PM
TECHNICIAN’S GENERAL SESSION II
Shuttle Buses depart James River High School
@ 7:30 AM 3700 James River Road
Midlothian, VA 23113

8:00 – 9:00 AM
Breakfast sponsored by Kingmor Supply, Inc

9:00 AM – 12:00 PM
Breakout Sessions (Rooms TBD)

12:00 PM – 1:00 PM
Lunch Sponsored by Sonny Merryman, Inc
Door Prize Drawings

1:00 PM – 4:00 PM
Breakout Sessions (Rooms TBD)

4:00 PM
Shuttle buses available for return to DoubleTree Hotel
Event Charges
Virginia Association for Pupil Transportation Conference
June 20 - 23, 2016
Name Badges are required for all events

Registration:

$90 – Prior to May 15th – includes VAPT membership and all conference activities, except banquet and NAPT classes
$105 - After May 15th

$50 – Technician Session

(The $50 covers only the Technician session. If attending other events, must pay the basic registration. If you pay the basic registration, do not pay $50 for technician session.)

Roadeo contestants are served lunch at no charge.
If roadeo contestants attend other activities, they must register.

Spouse/Guest Registration: $25 for each spouse/guest

Banquet: $40 Wednesday evening

NAPT Professional Development Course:

$25 for each class

If you wish to receive credit for the class, please contact NAPT direct. You will need to pay NAPT for the course.

If you wish to join NAPT, please contact them direct.
Web site: http://www.napt.org
Phone: 800-989-6278
WORKSHEET FOR CONFERENCE REGISTRATION
Virginia Association for Pupil Transportation & Department of Education
Pupil Transportation Conference DoubleTree by Hilton, Richmond, VA- June 20 - 23, 2016

<table>
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<tr>
<th>Name</th>
<th>Position</th>
<th>Registration $90 ($105 After May 15)</th>
<th>Technician Two-Day</th>
<th>Banquet</th>
<th>Guest/Spouse</th>
<th>NAPT Courses 901 902</th>
<th>NAPT Courses ($25 each)</th>
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Make Checks Payable to: VAPT
Mail registration and Checks/PO’s to: VAPT, P. O. Box 328, Chesterfield, VA 23832
PO’s may be sent via e-mail to: fmiles@richmond.k12.va.us
Refer to Event Charges for Explanation of Categories
Hotel Reservations

1. Call Toll Free Number   1-800-222-8733
2. Local          804-379-3800

Room Rates:         $109.00 per person, per night for single occupancy, plus applicable taxes

All hotel reservations must be guaranteed by a major credit card or one night’s deposit in the form of check or money order.

Check-in time – 3:00 pm
Check-out time – 12:00 pm

The cut-off date is May 29, 2016.

Parking is complimentary.
2016 Bryan W. Morris, Sr. Memorial Golf Tournament

Virginia Association For Pupil Transportation

**WHO - - -** All Pupil Transportation Golfers  
(Administrators, Drivers, Technicians, Vendors, Secretaries, Suppliers, etc.)

**WHEN ---** June 20, 2016  
8:30 AM Shot Gun

**WHERE ---** The Country Club at the Highlands  
8136 Highland Glen Drive  
Chesterfield, VA  23838

**COST ---** $45.00

**REGISTRATION DEADLINE ---** June 12, 2016

**COORDINATOR ---** David Pace, Retired

**PRIZES:** First, second, third place teams

Lunch provided by Kingmor Supply, Inc.

Please provide the following information if you wish to play in the golf tournament.  
Make check for $45.00 payable to VAPT.

_____ Please check if payment is included with Vendor Display payment

**Send payment to:**  
David Pace, 2669 Hartley Street, Virginia Beach, VA  23456

**NAME:** _______________________________________________________
**ADDRESS:** _____________________________________________________
_______________________________________________________
_______________________________________________________
**PHONE:** _______________________________________________________
**SCHOOL SYSTEM/OR VENDOR:** ___________________________________
**HANDICAP:** ___________________________________________________
VAPT MEMBERSHIP APPLICATION  2016
(Membership Dues $15.00)

New Member?  Yes _____  No _____  Type of Membership?  Voting _____  Non-Voting _____

VOTING (3 categories with all rights and privileges of membership including holding office.)

Active – An individual employed to perform administrative pupil transportation functions by any of the following located in the Commonwealth of VA: School District-Directors & Assistants, Supervisors & Assistants, Coordinators & Training Personnel; Chief Technicians, Superintendents; State Dept.of Education Personnel.

Life – Receive the same benefits as Active Members. Past Presidents of VAPT receive a Life Membership, and those meeting the established criteria as set forth in the bylaws are eligible for Life Membership. The criteria for Life Membership are: The individual has held an Active/Individual membership in VAPT for a minimum of fifteen (15) years; meets the criteria for Active membership at the time of application; provided meritorious services to VAPT as a committee chair, officer or other noteworthy accomplishments.

Emeritus – Individuals who held an Active Membership in VAPT & contributed meritorious service to VAPT at the time of retirement for the field of pupil transportation are eligible to apply for & may be granted Emeritus Membership.

NON-VOTING (2 categories with rights and privileges, excluding the right to hold office.)

Business Associate Member: Individuals commercially interested in the field of pupil transportation, including exhibitors, business firms, advertisers, school bus manufacturing professionals, or other pupil transportation related for-profit or non-profit businesses.

Honorary Members: Individuals who have contributed meritorious service to pupil transportation in VA may be offered this membership upon recommendation of the Executive Officers & approved by the Board of Directors.

(Circle one) Dr.  Mr.  Mrs.  Ms.  Miss _____________________________________________________

Last First

Title (circle one)  Director  Associate Director  Supervisor  Other (be specific) _____________

School Division ______________________(City/County)  or Organization _______________________

Mailing Address (P. O. Box or Street/Hwy) ________________________________________________

City _____________________________________ State __________    Zip Code ___________________

E-mail Address (Business/home) _________________________________________________________

Business Telephone (    ) ____________________  Fax (      )  ____________________________________

VAPT STANDING AND SPECIAL COMMITTEES: Please indicate beside the committees listed below if you are interested in serving on that committee.

___ Audit  ___ Membership  ___ Newsletter  ___ Conference  ___ Legislative
___ Position Papers  ___ Constitution/By-Laws  ___ Resolutions  ___ Poster  ___ Scholarship
___ Road-e-o

Send to:  Bertha A. Thomas, VAPT Membership  1675 Hollybush Road
          Transportation Supervisor  Dendron, VA  23839
          Surry County Public Schools

For Office Use Only (Please do not write in this box)

RECEIPT/MEMBERSHIP NUMBER: ________________________

Application received by  ________________________  Date Received  __________

Fee Received by  ________________________  Date Received  ________________________  Amount  __________

Check # ________________________  Cash  ________________________  Date posted by Treasurer  ________________________

Date posted to the Membership Listing: ________________________
**DOOR PRIZES**

Want to share a small gift that is representative of your area?

(Baseball cap, shirt, jelly, peanuts, candy, art, crafts, etc.)

*Door prize drawing on Thursday morning.*

*You may win !!!!!!!!!!!*

Door prizes will be collected at the registration desk.
Scholarships Available

Clyde W. Morris Memorial Scholarship
Sonny Merryman Memorial Scholarship
Southeastern States Pupil Transportation Scholarship
Public Pupil Transportation Scholarship

Applications for these scholarships can be found at the following site:

http://www.vapt.org/

Questions concerning the Clyde W. Morris Memorial Scholarship, Sonny Merryman Memorial Scholarship and the Southeastern States Pupil Transportation Scholarship should be addressed to:

Linwood Horne, Scholarship Chairperson
Virginia Association for Pupil Transportation
c/o Hanover County Public Schools
11375 North Lakeridge Parkway
Ashland, Virginia 23005-8043

Questions concerning the Public Pupil Transportation Scholarship should be addressed to:

Dean Farmer
(434) 485-8602
dean@sonnymerryman.com
Virginia Association for Pupil Transportation

VAPT HALL OF FAME

NOMINATION AND ELIGIBILITY GUIDELINES

The Virginia Association for Pupil Transportation (VAPT) is accepting nominations for an Inductee to be honored for outstanding contributions to VAPT and school transportation safety on a national, state, local, or industry level. We invite you to nominate someone deserving of this Hall of Fame Award.

Induction into the Hall of Fame is intended to be a special honor to living persons rather than a memorial to those who have passed away. However, if an individual is deemed worthy the award may be given posthumously. It represents the highest honor in school transportation that the VAPT can bestow upon an individual. Nominees must be strong supporters of school bus safety.

Selection for the VAPT Hall of Fame Award will be based upon, but not limited to an active (currently employed) or retired local transportation, state transportation or industry transportation representative (living or deceased) deemed worthy by the selection committee provided that he/she meets the following criteria:

1. a person who supports school bus safety issues and the VAPT;

2. a person who promotes public relations on behalf of school transportation issues and the VAPT through writing and speaking;

3. a person who participates in activities at the local, state or national level that represent or reflect the positive attributes of VAPT and school transportation safety;

4. a person who is diligent in serving the cause of pupil transportation and the VAPT through service, contribution, inventions, etc: and/or;

5. a person who has developed procedures or has other accomplishments considered as being worthy of recognition.
Attached is a form to be used when submitting a nomination to the Hall of Fame. Below is criteria to consider when nominating someone.

1. Service in the Transportation Area
   a. School divisions served
      a. Positions held
      b. Basic info on school division (approximate number of transportation employees supervised, number of students transported, number of buses maintained, technicians supervised)
      c. Other duties carried out at the local level (training, presentations, meetings with school board, documents developed, etc.)

2. VAPT participation
   a. Offices held (dates included if possible)
   b. Committees served on
   c. Presentations made (general sessions, workshops, or NAPT classes, etc.)
   d. Other (assisted with road-e-o, golf tournament, served as moderator, etc.)

3. Transportation participation other than VAPT
   a. Regional Meetings attended
   b. State and National Meetings attended (NAPT, SESPTC, NCST, etc.)
   c. Service on committees (Technical Advisory Committee, Specifications Committee, etc.)
   d. Presentations made at any of these events
   e. Local events held on pupil transportation (Love the Bus, etc.)

4. Community Service
   a. Participation in community activities (does not necessarily need to be with transportation, such as community events, church, organizations, etc.)

5. Awards received

6. Other (biological sketch, other positions held at local or state level)
VAPT Hall of Fame
Nomination Form

I wish to nominate the following individual to the VAPT Hall of Fame:

**NOMINEE**

Name (Please Print) ____________________________________________________________

Mailing Address: __________________________________________________________________

City, State, Zip Code ____________________________________________________________

**NOMINATOR**

Name (Please print) ____________________________________________________________

Mailing Address_______________________________________________________________

City, State, Zip Code____________________________________________________________

Telephone Number _____________________________________________________________

E-mail Address _________________________________________________________________

Signature_____________________________________________________

Date ______________________________________________________________

This nomination form, along with appropriate attachments, must be completed and mailed no later than April 30th

VIRGINIA ASSOCIATION FOR PUPIL TRANSPORTATION
ATTN: Fred Valentine
P. O. Box 28154
Richmond, VA  23228
Questions:  Fred Valentine at (804) 399-0998
Hall of Fame
Application for Nomination
Year ______________

Nominee name: ________________________________________________________________

Nominator’s Name: ______________________________________________________________

I. Service in the Transportation Area
Local: ______________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________

State: ______________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________

National: _____________________________________________________________________
____________________________________________________________________________
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____________________________________________________________________________

II. VAPT Participation
Offices Held: ________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
Nominee Name_____________________________________________________________

Committees served on:______________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

Presentations Made: _____________________________________________________

_____________________________________________________________________

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_____________________________________________________________________

Other:_______________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

III. Transportation participation other than VAPT
Local meetings attended: __________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

_____________________________________________________________________

Regional, State and National Meetings attended: _____________________________

_____________________________________________________________________

_____________________________________________________________________

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Service on Committees: ____________________________________________

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_____________________________________________________________________

Page 22#
MEMORANDUM

To: Pupil Transportation Directors/Supervisors

From: Virginia Association for Pupil Transportation (VAPT) Road-e-o

Date: March 1, 2016

Subject: 2016 VAPT School Bus Road-e-o

The Virginia Association for Pupil Transportation (VAPT) is pleased to announce that the annual VAPT School Bus Road-e-o will take place on Monday June 20, 2016. The location site for the event will be James River High School in Chesterfield, Virginia.

VAPT will sponsor all three events Transit, Conventional and Special Needs during the annual state conference in June.

Reminders:

- Please inform your contestants that they will need to register at the road-e-o location site 30 minutes prior to the event starting. **Road-e-o competition will start promptly at 8:00 a.m.**
- Localities with entries in the competition are asked to provide one or more judges.
- Please complete the attached entry form with contestant and judge’s information and return to Sharon Utley no later than **Friday June 10, 2016**.

Trophies will be presented to first, second and third place winners from each event (conventional, transit, special needs) following completion of the Road-e-o. The first and second place winners will be eligible to participate in the national event, which will be held on July 18-19, 2016 in Greensboro, North Carolina.

If you have any question or concerns regarding any of this information please contact a committee member: Sharon Utley (804) 768-6238, Cris Sprouse (757) 263-2918, Joyce Keech (757) 263-2911, Alice Matthews (804) 225-2037, Lonnie Reavis (571) 252-1700, James Lash (757) 898-0344 or Sherry Murphy (757) 898-0344.
2016 VIRGINIA STATE SCHOOL BUS ROAD-E-O ENTRY FORM

School Division______________________________________________________________

Director______________________________________________________________

Road-e-o Information Contact Person__________________________________________

Address for Packet________________________________________________________

Phone #________________ Fax #__________________________

Contestant Name____________________________________________________________

(Name not necessary at this time) #of years driving experience____________________

Which event will this contestant compete? (Each contestant will need to fill out an entry form) Each locality is allowed one contestant per class.

Transit____ Conventional____ Special Needs_____

Please submit the name and phone number below of anyone in your school division who will be judging for this year’s State School Bus Road-e-o.

Judge’s Name________________________ Fax#____________________

Phone #_________________________ Email: _____________________________

Judge’s Name________________________ Fax#____________________

Phone #_________________________ Email: _____________________________

Please return by Friday, June 10, 2016 to:

Sharon Utley
Chesterfield County Public Schools
P.O. Box 10
Chesterfield, Va. 23832
Phone: (804) 768-6238 Fax #: (804) 768-6242
Email: Sharon_Utley@ccpsnet.net

REMINDER: Buses will be provided for all categories; therefore, participants will not be allowed to use their individual buses.
WHO MAY ENTER

Anyone enrolled in a public school. Five winning divisions that include: Division #1-Grades K-2; Division #2-Grades 3-5; Division #3-Grades 6-8; Division #4-Special Education; and Division #5-Computer Aided Drawing (CAD). The first place winner from each division will be entered in the national poster contest.

DEADLINE DATE

Completed poster designs must be post marked by April 30, 2016. All entries become the property of the State School Bus Safety Committee, and will not be returned.

POSTER SPECIFICATIONS

Completed poster size must be 12” by 18” ONLY, with a one-inch (1”) space left at the bottom of the poster for the entry blank. This space must be available due to printing requirements. If not provided, poster will be disqualified. Poster may be illustrated on the vertical or horizontal axis.

Please type or print all information required on entry blank clearly and securely glue to the lower left hand corner of the poster and on the backside in the center.

Designs should be submitted on quality tag, poster illustration board or heavy paper. Construction paper may be used but must be mounted on quality tag poster board. Lamination is not permitted, and will disqualify the poster.

Cut paper/stencils (freehand or pre-drawn stick-on stencils) are not permitted and will disqualify the poster.

There is no limitation on the use and number of colors.

There is no limitation on the type of media-such as print, crayon, and felt pen, etc., - used on the poster design; however, wood, plastic, glass, metal or collage materials should not be part of the poster. Glued on pieces will eliminate the poster.

Poster designs may not incorporate any copyrighted characters such as comic and/or television characters, or photographs, magazine or newspaper illustrations.

POSTER THEMES MUST BE ORIGINAL AND CORRECT IN SAFETY CONCEPT

Poster themes must be original, correct in safety concept and exclusive work of the student entering the contest in idea, design and execution.

Instructors should supervise all work created. Completion of art should be done in school. Poster slogan must harmonize with the theme. **The Theme for 2016 is “BULLY FREE ZONE!”**
Illustration should be positive in approach, demonstrating only proper school bus safety behaviors. At least a part of a yellow school bus must be present in the poster.

**LETTERING**

Free hand drawn letters only may be used on poster design. Stenciled, pre-printed, manufactured stick-on or press-on letters or tracing may not be used. Lettering should be clearly legible, even if used as part of the poster design.

**SENDING ENTRIES**

Entries should be mailed in a flat box so that they arrive undamaged.

Send posters to the following address:
Ms. Diane Stewart
Area Supervisor
Virginia Beach City Public Schools
1677 Harpers Road
Virginia Beach, VA 23454

**JUDGING**

Judging will be comprised of prominent individuals in the field of pupil transportation safety. The winning posters will represent the state in the National School Bus Safety Week Poster Contest. Criteria for the selection of award-winning posters are:

a. Relationship of the poster design to the school bus safety practices
b. Originality of the poster and how the idea is expressed in the poster design
c. Artwork and its execution
d. Visual impact of the poster design

All rules regarding poster specification, themes, lettering, etc. must be followed or the poster will be disqualified.

**PRIZES**

Prizes will be awarded for the first, second, and third places in each division as follows:

1st Place Winner of each division $100.00 Check and Blue Ribbon
2nd Place Winner of each division $75.00 Check and Red Ribbon
3rd Place Winner of each division $50.00 Check and White Ribbon

**PLEASE PRINT CLEARLY**