



*Annual Pupil Transportation Professional
Development Conference
June 19 – 22, 2017
Norfolk Waterside Marriott
235 E. Main Street
Norfolk, Virginia*

To: Certain Vendors and Manufacturers

From: Fred S. Valentine, Chairman
VAPT Conference Trade Show

Subject: Conference Materials

Date: January, 2017

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Virginia Association for Pupil Transportation

James Lash
York County
President
757-898-0476

Cheryl Fisher
Fauquier County
Vice President
540-422-7241

Donna Carter
Franklin County
Secretary
540-483-5541

Floyd Miles
Richmond City
Treasurer
804-674-4444

Lonnie Reavis
Past President

Board of Directors

*Region 1 – Edward Tucker
Dinwiddie County*

*Region 2 – Steve Pappas
Poquoson City*

*Region 3 – Heather Handschin
Spotsylvania County*

*Region 4 – John Grubbs
Frederick County*

*Region 5 – Jason Ferguson
Lynchburg City*

*Region 6 – Michael Stovall
Roanoke County*

*Region 7 – Gary Adams
Scott County*

*Region 8 – Torey Holmes
Prince Edward County*

Standing Committees

*Audit – Sherry Murphy
Conference – Cheryl Fisher,
James Lash
Conference Site Selection – John
Hazelette
Constitution/Bylaws – Michael
Brown
Hall of Fame – Barry Sudduth
Historian – Rebecca Mummau
Legislative – Justin Sarver
Membership – Bertha Thomas
Newsletter – Beth Brown
Nominating – Kermit Shaffer
Poster – Diane Stewart
Resolutions – Michael Ashby
Road-e-o – Sharon Utley
Scholarship- Linwood Horne
Website – Tim Parker*

Special Committees

*Position Papers/Procedural
Manual – Barry Sudduth
Technicians – Robert Clinebell*

Date: January, 2017

Memo: Certain Vendors and Manufacturers

From: Fred S. Valentine, Chairman-VAPT Conference Vendor Displays

RE: 2017 Virginia Association for Pupil Transportation Conference

The 2017 Virginia Association for Pupil Transportation (VAPT) and the Virginia Department of Education (VDOE) Conference will be held:

**Monday, June 19 – Thursday, 22, 2017
Norfolk Waterside Marriott, Norfolk, Virginia**

Plans include the opportunity for vendors and manufacturers to participate in the program by displaying sales/service brochures, approved parts and discussing these items with local school transportation personnel. During the last few years, attendance from localities for this conference has been excellent and participation for 2017 is expected to be around 350 participants.

In order to facilitate set-up, plans are to have the doors to the display area open to vendors, Monday, June 19 from 10 a.m. to 5 p.m. The Trade Show will be held 8 a.m. to 1 p.m. on June 20. Please review the enclosed draft conference program for details. The Virginia Association for Pupil Transportation (VAPT) will coordinate this event. All booths will be 10' x 6' with pipe and drape, and will include a table, 2 chairs and a wastebasket. The entire ballroom is carpeted.

In order to be eligible for one of the prizes, registrants must visit and collect a sticker from a vendor at each booth. Three grand prize drawings of \$200 each will be given by Kingmor Supply Inc. The drawing will be held at the end of the Trade Show and participants must be present to win.

The attached forms must be completed properly and returned along with a (non-refundable) check for the total amount on the form by **June 2, 2017** in order to receive space allocations and proper credit. We regret that VAPT is not equipped to accept credit cards at this time. All checks should be made payable to **VAPT (Virginia Association for Pupil Transportation)** and mailed with the completed form to: **Gail Putze, c/o Hanover County Public Schools, Transportation Department, 11375 N. Lakeridge Parkway, Ashland, VA 23005. (Forms received without check will not be processed.)**

Your participation will be appreciated. Please forward this information to the proper person in your organization. If you have any questions, please call Fred Valentine at (804) 399-0998 or Gail Putze at (804) 365-6530.

Hotel Information

Norfolk Waterside Marriott
Norfolk, Virginia

Hotel Registration Go to website: www.marriott.com/orfws
Select Arrival/Departure date by using the calendar
Click the down arrow on the block that says Special Rates
Click on **Group Code:** pvepvea
Enter

This will take you to the page to make the reservation in the specific room block.

If you call in for reservation, be sure to provide the Group Code.

- | | |
|--------------------------|----------------|
| 1. Call Toll Free Number | 1-800-228-9290 |
| 2. Local | 757-627-4200 |

Room Rates: \$99 per person, per night for single occupancy (plus 14% applicable taxes and \$2 per night)

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 – 4:00 p.m.

Check-out time – 11:00 a.m.

The cut-off date is May 22, 2017

Parking: Self-parking is available in City of Norfolk owned and operated Main Street Parking Garage located across from the hotel entrance to the Main Street Parking Garage off of Atlantic Street. Covered bridge connects garage to Marriott on the 3rd floor. Fee for self-parking is discounted to \$10.00 per car plus 6% state tax (includes 5 daily in/out privileges). See Front Desk for validation.

REQUEST FOR INSIDE TRADE SHOW DISPLAY SPACE

Virginia Association for Pupil Transportation

Tuesday, June 20, 2017 (8:00 a.m. to 1:00 p.m.)

Norfolk Waterside Marriott, Norfolk, Virginia

PLEASE COMPLETE THE FOLLOWING (PRINT OR TYPE)

FIRM NAME: _____

PRODUCT LINE: _____

MAILING ADDRESS: _____

TELEPHONE: _____ FAX: _____ EMAIL _____

A. Number of Display Spaces (10' x 6' with pipe and drape, carpet, 6' x 2' table, wastebasket, 2 chairs and includes two representatives) _____ x \$225 = \$ _____

1. _____ 2. _____
Name of Representative Name of Representative

B. Number of banquet tickets (June 21st) _____ x \$ 40 = \$ _____

C. VAPT memberships _____ x \$ 25 = \$ _____
(Complete & return one application for each member)

D. Golf Tournament _____ x \$ 40 = \$ _____
(Please complete the Golf Tournament form and send to David Pace)

E. Number of additional company representatives (not included in A above) (necessary for name badges) _____ x \$ 25 = \$ _____

Additional Representatives attending Exhibit Show

1. _____ 2. _____
(List additional names on back)

Electrical and Internet included for each booth

TOTAL AMOUNT ENCLOSED \$ _____

Payment for Registration, Banquet Tickets, and VAPT Dues (with Application Form) should accompany this form.

Checks should be made payable to VAPT. Refunds will not be given.

Signature – Person submitting form

Return this form and check made payable to VAPT by June 2, 2017.

Questions: Fred Valentine
E-mail: ftdusters@aol.com
(804) 399-0998

Phone Number

Return to: Gail Patterson Putze
c/o Hanover County Public Schools
11375 Lakeridge Parkway
Ashland, VA 23005
Phone: (804) 365-6530
FAX: (804) 365-6529

REQUEST FOR INSIDE BUS DISPLAY SPACE

Virginia Association for Pupil Transportation
Tuesday, June 20, 2017 (8:00 a.m. – 1:00 p.m.)
Norfolk Waterside Marriott, Norfolk, Virginia

PLEASE COMPLETE THE FOLLOWING (PRINT OR TYPE)

FIRM NAME: _____

PRODUCT LINE: _____

MAILING ADDRESS: _____

TELEPHONE: _____ FAX: _____ EMAIL _____

A. Number of Buses _____ x \$ 275 = \$ _____
(includes two representatives)

1. _____ 2. _____
Name of Representative Name of Representative

B. Number of banquet tickets (June 21st) _____ x \$ 40 = \$ _____

C. VAPT memberships _____ x \$ 25 = \$ _____
(Complete & return one application for each member)

D. Golf Tournament _____ x \$ 40 = \$ _____

E. Number of additional company representatives _____ x \$ 25 = \$ _____
(necessary for name badges)

TOTAL AMOUNT ENCLOSED \$ _____

Additional Representatives

1. _____ 3. _____
2. _____ 4. _____

(List additional names on the back)

Payment for Registration, Banquet Tickets, and VAPT Dues (with Application Form) should accompany this form. **Checks should be made payable to VAPT.** Refunds will not be given.

Signature – Person submitting form

Phone Number

Return this form and check made payable to VAPT by June 2, 2017.

Questions: Fred Valentine
E-mail: Ftdusters@aol.com
(804) 399-0998

Return to: Gail Patterson Putze
c/o Hanover Co. Public Schools
11375 Lakeridge Parkway
Ashland, VA 23005
Phone: (804) 365-6530
FAX: (804) 365-6529



2017 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 --- Monday, June 19, 2017 8 AM Shot Gun

WHERE --- Bide-A-Wee Golf Club
1 Bide-A-Wee Ln, Portsmouth, VA 23701

COST --- \$40.00

REGISTRATION DEADLINE --- June 5, 2017

COORDINATOR --- David Pace, Retired, Virginia Beach Public Schools

PRIZES: First, Second, Third place teams

Trophies provided by GCR Tire and Service: 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 \$40.00 (per player) 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(s): _____

ADDRESS: _____

PHONE: _____

SCHOOL SYSTEM/OR VENDOR: _____

HANDICAP(s): _____

NOTE: IF YOU ARE ENTERING A TEAM, please list all players on the form.



VAPT MEMBERSHIP APPLICATION 2017

(Membership Dues \$25.00)

New Member? Yes _____ No _____ Type of Membership (circle one) 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 Depart. 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: _____

Virginia Association for Pupil Transportation



TO: Certain Vendors and Manufacturers

FROM: Fred S. Valentine, Chairman, VAPT Conference Trade Show
P. O. Box 28154
Richmond, VA 23228
Phone: (804) 399-0998
FAX: (804) 264-8138
E-Mail: FtDusters@aol.com

The Norfolk Waterside Marriott requires the Virginia Association for Pupil Transportation, its Exhibitors and Contractors to provide a “Hold Harmless” statement prior to the use of their facilities.

“HOLD HARMLESS CLAUSE”

The exhibitor assumes the entire responsibility and liability for losses, damages, and claims arriving out of injury or damage to exhibitor’s displays, equipment and other property brought upon the premises of the Hotel and shall indemnify and hold harmless the Norfolk Waterside Marriott and the Virginia Association for Pupil Transportation from any and all such losses, damages and claims.

_____	_____
Date	Signature

	Company Name

Please sign, date, and return one copy of this statement to:

Gail Patterson Putze
Hanover County Public Schools
11375 North Lakeridge Parkway
Ashland, VA 23005

Phone: (804) 365-6530
FAX: (804) 365-6529
E-Mail: gpatterson@hcps.us

Keep a copy of this form for your files.

Additional Information on Trade Show

Internet Connection

Provided in each booth.

Shipping of Materials

Norfolk Waterside Marriott
235 East Main Street
Norfolk, VA 23510

Information to include on label:

Exhibitor Name (person on site who will sign for boxes)

Show Name (VAPT Conference)

Your Arrival Date

Materials will not be accepted more than 3 days prior to the event.

Storing of Exhibit Display Materials

Due to layout of facility, Marriott is unable to store display material and/or show merchandise. At the conclusion of set-up operation, all related equipment, crates, etc. must be removed from the premises and returned no later than the 1st day of the exhibit show.

Sponsorship of Events

The annual Pupil Transportation Conference will be held at the Norfolk Waterside Marriott, Norfolk, VA, June 19-22, 2017. We are very fortunate that so many vendors attend and exhibit at this event.

Many of the VAPT/DOE functions are sponsored by the vendors. If your company would like to have an opportunity to sponsor an event, or give a donation toward an event, please complete the form below and return it to Fred S. Valentine, P. O. Box 28154, Richmond, VA 23228 as soon as possible or you may call him at (804) 399-0998, e-mail ftdusters@aol.com.

Name of Company _____

Donation toward an event \$ _____ Event _____

Contact Person _____ Phone Number _____

The conference would not be successful without the willingness of our vendors to exhibit and assist with various events. Thank you for all you do to help Virginia transport students safely.

Clyde W. Morris Memorial Scholarship

On March 29, 1994, Clyde W. Morris, who was supervisor of pupil transportation for the Louisa County Public Schools, made the ultimate sacrifice in the performance of his duties to ensure that the safety of all students riding school buses to and from Louisa County Public Schools was not compromised. During the early morning hours following severe storms and heavy rains, Mr. Morris was checking the conditions of the county's roadways to determine if school buses could traverse the roads safely with students on board. Mr. Morris became trapped and drowned in his attempt to escape rising flood waters.

In recognition of his extreme dedication to the ideals of student safety, the Virginia Association for Pupil Transportation (VAPT) established the Clyde W. Morris Memorial Scholarship in 1995-96 as a tribute to all pupil transportation personnel in the Commonwealth of Virginia, whose ultimate goal is to provide safe transportation for all children. In June of each year, a scholarship is awarded to a Virginia public school senior who is a child or grandchild of any public school pupil transportation employee in the Commonwealth and who is continuing their education beyond the secondary level. The scholarship may be used to cover education expenses at a postsecondary educational institution in support of a student's tuition, books or fees.

If your organization is interested in making a donation to the VAPT scholarship fund, please complete the form below and submit your donation with the vendor registration for the June Conference. VAPT is a 501C3 organization.

Name _____

Address _____

Amount _____

DOOR PRIZES

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

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

Bring for a door prize for drawing on Thursday morning.

You may win a prize!!!!



Door prizes will be collected at the registration desk.



2017
Annual DOE and VAPT
Professional Development Conference

Norfolk Waterside Marriott, Norfolk, Virginia
June 19 - 22, 2017

Monday, June 19, 2017

Bryan W. Morris, Sr. Memorial Golf Tournament

Location: **Bide-A-Wee Golf Club, 1 Bide-A-Wee Ln, Portsmouth, VA 23701**

SHOT GUN at 8 am

Coordinator: David Pace, Retired, Virginia Beach Public Schools

8 am

School Bus Road-e-o

Location:

Coordinator: Sharon Utley, Chesterfield County

Lunch by Carter Machinery

8 am

Technician's Competition

Location:

Coordinator: Robert Clinebell, Norfolk City

10 – 5 pm

Registration

Location:

Coordinators: Alice Matthews, Barbara Goodman, Brenda Huband

10 – 5 pm

Exhibitors Setup

Location:

Coordinators: Fred Valentine, Gail Putze, Harold Grimes

2:30 pm

First General Session

Location:

Presiding: James Lash, President, VAPT

Presentation of Colors

Pledge of Allegiance

National Anthem

Invocation

Welcome

VAPT Business Meeting

Keynote:

Speaker

5 pm

Vendor Hospitality Night or Dinner on your own

Tuesday, June 20, 2017

7:30 am **Registration**
Location:
Coordinators: Alice Matthews, Barbara Goodman, Brenda Huband

8:00 am –
1 pm **Trade Show & School Bus Display**
Location:
Coordinators: Fred Valentine, Gail Putze, Harold Grimes

Continental Breakfast in Exhibit Area
Sponsored by:

1:00 pm –
4:00 pm **Technician's Sessions**
Location:
Coordinator: Bob Clinebell, Norfolk City

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 –
5:00 pm **PDS Course**
Instructor:
Moderator:

1:15 pm –
4:30 pm **Second General Session**
Location:

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

Wednesday, June 21, 2017

7 am – 4 pm **Technician's Sessions**
Location:
Coordinator: Bob Clinebell, Norfolk City

7:30 am **Continental Breakfast**
Location:
Sponsor:

8 am - noon Third General Session

Location:

8 am –
12 noon

PDS

Location:

Instructor:

Moderator:

8 – 9:45 am

Speaker:

10 – 11:45 am

Speakers:

11 – 11:45 am

Speaker:

12 – 1 pm

Lunch

Location:

Sponsored by Carter Machinery, Inc.

1 - 3:45 pm

Location:

5 – 6 pm

Reception

Location:

Sponsored by Kingmor Supply, Inc.

6 pm

Banquet

Location:

Presiding:

James Lash, 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

Dance (30 minutes following the end of the Banquet)

Location:

Sponsored by Kingmor Supply

Thursday, June 22, 2017

9 – 12 noon

Closing Session

8 – 9 am

Breakfast

Location:

Sponsored by Kingmor Supply, Inc.

- 8:30 – 9 am **Speaker (IC)**
9 – 10 am **VAPT Business Meeting**
11:15 am **Announcements**

VAPT EXECUTIVE BOARD

President – James Lash, York County
Vice President – Cheryl Fisher, Fauquier County
Secretary – Donna Carter, Franklin County
Treasurer – Floyd Miles, Richmond City
Past President – Lonnie Reavis

Board of Directors

Region 1 – Edward Tucker, Dinwiddie County
Region 2 – Steve Pappas, Poquoson City
Region 3 – Heather Handschin, Spotsylvania County
Region 4 – John Grubbs, Frederick County
Region 5 – Jason Ferguson, Lynchburg City
Region 6 – Michael Stovall, Roanoke County
Region 7 – Gary Adams, Scott County
Region 8 – Torey Holmes, Prince Edward County

DOE Staff

Vijay Ramnarain, Director of Support Services
Alice Matthews, Administrative Assistant
Kerry Miller, Associate Director
Jackie Herring, Transportation Specialist
Harold Grimes, Pupil Transportation Efficiency Specialist

Dr. Steven Staples, Superintendent of Public Instruction
Kent Dickey, Deputy Superintendent for Finance and Operations