



MEMBER PACKET

for the

2023

**Virginia Association for Pupil Transportation (VAPT)
Conference & Trade Show**

Hotel Roanoke and Berglund Center
Roanoke, VA

June 18-22, 2023



Hotel Roanoke Information

Making Reservations: A dedicated website is now available for your attendees to book their hotel rooms online. Reservations can be made at this web address:

Booking Website: <https://book.passkey.com/e/50415645>

| | | |
|--------------------|--------|------------------|
| Room Rates: | Single | \$122 plus taxes |
| | Double | \$142 plus taxes |
| | Triple | \$152 plus taxes |
| | Quad | \$162 plus taxes |

(Room rates may change due to Government Per Diem Rates.)

| | | |
|--------------------------------|-----------|------------|
| Check-In and Check-Out: | Check-in | 4:00 p.m. |
| | Check-out | 11:00 a.m. |

Parking:

| | | |
|-----------|---------------|--------------|
| Daily | Self Parking | \$10 per day |
| | Valet Parking | \$15 per day |
| Overnight | Self Parking | \$15 per day |
| | Valet Parking | \$21 per day |

REGISTRATION FEES FOR 2023

| | | |
|--|--------------------|-------|
| Option 1 - Registration Fee (Attendance at the full conference – includes Banquet, Dues, Technicians’ Sessions) | Early Bird Fee | \$250 |
| | After May 19, 2023 | \$275 |
| Option 2 – Registration Fee (Tuesday & Wednesday - Technicians’ Two-Day only) | Early Bird Fee | \$125 |
| | After May 19, 2023 | \$150 |
| Membership Dues only | | \$ 75 |
| Additional classes (NAPT, Reasonable Suspicion, etc.) each | | \$ 60 |
| If delegate brings a guest not in transportation | | \$100 |

Refund Policy

With this confirmation, you are committing to attend the 2023 VAPT Conference & Trade Show and are financially committing to pay the total registration fees. This is NOT A FREE RESERVATION. If you do NOT have confirmation or financial approval from your management or school district, DO NOT register until approval is received. Registrants are financially responsible for all fees incurred.

VAPT Conference Registration Policy (Subject to Change)

Please take a moment to review the registration policy and terms and conditions for this event.

Registration Policy: Cancellations & Refunds

All registration fees must be paid in full or guaranteed with a Purchase Order prior to attending the conference. Payment or a submitted PO must be received prior to gaining access to the conference on-site. Cancellations and refunds are limited to the terms below:

- Full Refund: Cancellation requests received within 48 hours of completed registration will be fully refunded. Request must be sent in writing to vapt2023year@aol.com
- Full Penalty/No Refund: Cancellation requests will NOT be accepted more than 48 hours after completed registration. No refunds of any kind will be issued. If you are unable to attend, your registration may be transferred to another attendee. Requests for substitution must be submitted in writing via email at least 7 days prior to the first day of the conference. Please submit your request for transfers or substitutions to vapt2023year@aol.com
- Unused registrations have no monetary value and cannot be credited to future events.
- You will not be eligible for a refund if you are a “no-show.” If you are a “no-show,” you are financially responsible for any pending balances still due.
- VAPT will not issue refunds past the cancellation period. Payments made to VAPT are not refundable for any reason.

Conference Entry & Badges

Conference badges are valid credentials for specific events applicable to each registrant’s registration type. For security reasons, all participants must wear applicable credentials to access any VAPT hosted events including but not limited to: keynote/general sessions, workshops, training sessions, off-site events, social events, receptions, and trade shows. All conference participants must present applicable conference credentials (printed badges) to access VAPT hosted and related events. All VAPT hosted and related events will require attendees, speakers, and exhibitors to display their badge at the entrance of each session.

Update to Terms and Conference Agenda

VAPT reserves the right to make changes to the Terms and/or the Conference Agenda at any time without notice to Participant. It is the Participant's responsibility to frequently review the conference website for any changes.

Visit www.vapt.org for new information and updates on the conference and trade show.

Paying by check? Make the check payable to VAPT. Mail check to:

June Eanes, VAPT Executive Director
10913 Robin Spring Lane
Glen Allen, VA 23060

Paying by Credit Card? Indicate this on the registration form and the procedure will be sent to you.



Scholarships

Clyde W. Morris Memorial Scholarship
Sonny Merryman Memorial Scholarship
Southeastern States Pupil Transportation (Buster Bynum) Scholarship
Fred S. Valentine Continuing Adult Scholarship

Applications for these scholarships can be found on the VAPT website:
<http://www.vapt.org>

Questions concerning the scholarships should be directed to:

Lee Livingston, Scholarship Chairperson
Virginia Association for Pupil Transportation
Prince George County Public Schools
Transportation Department
7905 Laurel Spring Road
Prince George, VA 23875
(804-733-2712)

Hall of Fame

Purpose: To recognize an individual for outstanding contributions to VAPT and school transportation safety on a national, state, local or industry level.

Application: Can be found on the VAPT website.

Questions concerning the Hall of Fame should be addressed to:

Crystal Blowe, Director of Transportation
Essex County Public Schools
109 N. Cross St., P. O. Box 756
Tappahannock, VA 22560
(804-443-2151)

Poster Contest



Poster Theme: Safely Rolling to My Destination

Who can enter: Anyone enrolled in a public school.

Divisions in Contest:

- 1 Grades K – 2
- 2 Grades 3 – 5
- 3 Grades 6 – 8
- 4 Special Education
- 5 Computer Aided Drawing (CAD)

Deadline Date: March 15, 2023

Coordinator of Poster Contest: Ms. Susan E. Bernstein
Zone 2 North Area Supervisor
Henrico County Public Schools
P. O. Box 21230
Henrico, VA 23223

Information concerning the Poster Contest can be found on the VAPT website:
<http://www.vapt.org>

Technicians' Sessions

Information will be sent out soon.

Virginia's "Best" School Bus Technician Competition

Information will be sent out soon.



Bryan W. Morris, Sr. Memorial Golf Tournament



Information will be sent out soon.

NAPT Courses and Reasonable Suspicion Class (\$60 for each class)

Course 402 - Managing Human Resources: Employee Relations

A four-hour practical overview of human resource management for pupil transportation managers and supervisors, focusing on employee evaluation, training, and discipline. The course also covers the "how to" of developing accurate job descriptions.

NAPT Course 902 – Crisis Communication

Crises – however you define them – are inevitable. It is therefore important to have a crisis plan ingrained into your organization's culture. A good crisis plan creates a process that enables quick reactions and intelligent decision-making throughout the ordeal. In this four-hour course you will learn about the importance of pre-planning, especially information gathering and information dissemination, and how thinking about issues in advance will help you make the best of a crisis situation.

Reasonable Suspicion

49 CFR 382.603 is the applicable DOT regulation requiring supervisors of commercial motor vehicle drivers who operate vehicles that require a commercial driver license to take 60 minutes of training on the symptoms of alcohol abuse and another 60 minutes of training on the symptoms of controlled substances use (120 minutes in total). The purpose of this training is to teach supervisors to identify circumstances and indicators that may create reasonable suspicion that a driver is using or under the influence of alcohol or drugs, supporting referral of an employee for testing. This training is available for DOT and non-DOT supervisors, and our training adds more details about your drug & alcohol policy, the types of drug & alcohol testing, and problems encountered.

Road-e-o

June 19, 2023
Berglund Center
8 am - 1 pm

Full details can be found on the <http://www.VAPT.org>

Questions concerning the Road-e-o should be addressed to:

Beverly Young, Supervisor
Suffolk City Public Schools
120 Forest Glen Drive
Suffolk, VA 23434

beverlyyoung@spsk12.net

New Directors' Conference Orientation

“What Have I Gotten Myself Into?”

This session is for new directors and department heads of transportation.

Sunday, June 18, 2023

8 pm – 9 pm

Door Prizes



Bring a gift that can be used as a door prize.
It can be something representative of your school division.

Maybe a gift card, peanuts, jelly, candy, etc.



**PLEASE CONTINUE TO CHECK THE
VAPT WEBSITE ([HTTP://WWW.VAPT.ORG](http://www.vapt.org)) FOR UPDATES**

**2023
Annual
Virginia Association for Pupil Transportation (VAPT)
Professional Development Conference & Trade Show
Hotel Roanoke and Berglund Center
Roanoke, VA
June 18-22, 2023**

SUNDAY, June 18, 2023

- 1 – 4 pm **NAPT Class 402 – Managing Human Resources: Employee Relations**
(A four-hour practical overview of human resource management for pupil transportation managers and supervisors, focusing on employee evaluation, training, and discipline. The course also covers the "how to" of developing accurate job descriptions.)
- 5 – 7 pm **Registration**
Coordinator: June Eanes, Executive Director, VAPT
- 6 – 8 pm **Reception**
Sponsor: Blue Bird Bus Sales of Virginia
- 8 – 9 pm **“What Have I Gotten Myself Into?”**
(This session is for new directors in transportation. Bring your questions and learn more about VAPT.)

MONDAY, June 19, 2023

- 8 am **Bryan W. Morris, Sr. Memorial Golf Tournament**
(Off site)
- 8 am **School Bus Road-e-o**
Berglund Center (Roanoke Civic Center)
Coordinator: Beverly Young, Suffolk City
Lunch Sponsor: Blue Bird Bus Sales of Virginia
- 8 am **Technicians’ Competition (off site)**
Coordinator: Mark Maggitti, Loudoun County
- 8 am – noon **Registration**
Coordinator: June Eanes
- Shirt Sales**

11 am – 5 pm **Exhibitors' Setup**
Berglund Center
Coordinator: James T. Lash, Virginia Beach City

2:30 pm **FIRST GENERAL SESSION**

Presentation of Colors
Pledge of Allegiance
National Anthem
Invocation
Welcome

VAPT Business Meeting

Keynote:

5 pm **Vendor Hospitality Night or Dinner on your own**

TUESDAY, June 20, 2023

8 am **Continental Breakfast in Exhibit Area**

8 am – noon **Trade Show & School Bus Display**
Berglund Center

12:30 pm **Lunch in Trade Exhibit Area**

1 – 4 pm **Technicians' Sessions (off site)**
Coordinator: Mark Maggitti

1 - 4:30 pm **SECOND GENERAL SESSION (Berglund Center)**
Round Table Discussions
Lessons Learned

5:30 pm **Family Night Dinner (off site)**
Sponsor: Sonny Merryman, Inc.

WEDNESDAY, June 21, 2023

7:30 am **Continental Breakfast**

8 am – 4 pm **Technicians' Sessions**

8 – 12 noon **Reasonable Suspicion**
(49 CFR 382.603 is the applicable DOT regulation requiring supervisors of commercial motor vehicle drivers who operate vehicles that require a commercial driver license to take 60 minutes of training on the symptoms of alcohol abuse and another 60 minutes of training on the symptoms of controlled substances use (120 minutes in total). The purpose of this training is to teach supervisors to identify circumstances and indicators that may create reasonable suspicion that a driver is using or under the influence of alcohol or drugs, supporting referral of an employee for testing. This training is available for DOT and non-DOT supervisors, and our training adds more details about your drug & alcohol policy, the types of drug & alcohol testing, and problems encountered.)

BREAKOUT SESSIONS

8 – 9 am

- 1. Opioid Crisis**
- 2. DOE – EDLT**
- 3. McKenney-Vento**
- 4. Making In-service Fun**

9:15 – 10:15

- 1. Opioid Crisis**
- 2. DOE – EDLT**
- 3. McKenney-Vento**
- 4. Bell Time Studies**

10:30 – 11:30

- 1. Special Needs**
- 2. Human Resources – Dealing with Difficult People**
- 3. Mental Health**
- 4. Bell Time Studies**

11:30 – 1:00 **Lunch on your own**

12:30 – 4:30 NAPT Class 902 – Crisis Communication

(Crises – however you define them – are inevitable. It is therefore important to have a crisis plan ingrained into your organization's culture. A good crisis plan creates a process that enables quick reactions and intelligent decision-making throughout the ordeal. In this four-hour course you will learn about the importance of pre-planning, especially information gathering and information dissemination, and how thinking about issues in advance will help you make the best of a crisis situation.)

BREAKOUT SESSIONS

2 – 3 pm **1. Student Management**

2. Mental Health

3. Operation Lifesaver

4. Hands on Bootcamp – Special Ed

3:10 – 4:10 **1. Panel Discussion – Electric Buses (transportation directors)**

2. Student Management

3. Insurance Partners

4. Hands on Bootcamp – Special Ed

5 -6 pm **Reception**

6 pm **Banquet**

THURSDAY, JUNE 22, 2023

8 – 9 am **Breakfast**
Sponsor: Kingmor Supply, Inc.

9 – 9:30 am **Speaker for IC**

9:30 - 10 am **VAPT BUSINESS MEETING/Announcements**

Adjournment

