

2011 NCPTA Annual Conference

Course Listing

Administrative (Directors, Supervisors, Cost Clerks, TIMS, Dispatchers)

Cross Training Office Positions - How many times have you heard the statement, "Do More With Less"? Implementing a cross-training program gives your employees new skills and training that will be beneficial in the long run. Let's face it: performing the same job day in and day out can have a numbing effect on workers. We will discuss ways to begin a cross training program for your bus garage.

Best Inventory Procedures from around NC – Listen to a panel of parts personnel from around NC as they discuss tips and tricks to mastering an excellent inventory system for your Transportation Department. This course is a must for those who have difficulty each year completing the TD-1 problem free.

****BSIP Advanced** – This course is designed to allow users hands on access to BSIP to learn about advanced methods for completing work tasks. Participation will be limited to 25 participants and will be taught in a computer lab.

****BSIP New User** – This course will assist new users to BSIP with basic navigation and procedures. If you are new to BSIP this course is a must for you. Participation will be limited to 25 participants and will be taught in a computer lab.

**** BSIP Processes for Managing your Operation-** Moving your operation forward through BSIP management tools. New processes which allow you to transform BSIP from a filing cabinet into a useful tool for managing personnel and the flow of inventory. Participation will be limited to 25 participants and will be taught in a computer lab.

****BSIP Reporting** – This course will assist users in different types of reports available through BSIP. Preparing, exporting, and saving reports will also be analyzed. Participation will be limited to 25 participants and will be taught in a computer lab.

Cost Clerk Roundtable – This open format session will allow people to converse about issues and solutions they face with BSIP and other clerical issues in the Transportation office. We all face the same dilemmas and sometimes hearing what a neighbor has accomplished just might help you out.

Directors Roundtable - Come join fellow Transportation Administrators from around the state discuss current issues and resolutions achieved by others. Perhaps someone has an idea that has paid off in their LEA that can benefit you.

Efficiency Simulator: How to Get the Most for Your LEA – Ever wonder how to really make the Efficiency Simulator work for you? Come and learn exactly the information you need upfront to gauge the financial health of your operation against others around NC. The Simulator is a powerful tool to know exactly where your LEA dollars are going as compared to others. An open forum at the end will be available to answer specific questions.

****Excel and BSIP** – A basic primer on exporting to Excel from SAP and what to do in excel once you have the data there. Commonly used excel functions and processes for examining the data. Participation will be limited to 25 participants and will be taught in a computer lab.

Everyday Solutions: Overview of Company Products – Participate in a live case study of GPS at a school district with staff from Everyday Solutions. What were business decisions that led you to purchase GPS? What were your district challenges? What was your vendor selection process? Why did you choose Everyday Solutions? What product(s) did you purchase? How have they benefitted you? What are your plans for the future? In addition Everyday Solutions will demo Bus Planner™ - true GIS routing software with GPS properties integrated and developed by GeoRef. See how a multi layered windows approach can make bus routing more effective and efficient while saving your district \$\$\$.

Forms: What is your LEA using that Makes a Difference? – Ever wondered where a colleague in another LEA got that great form they use? Our panel will explore some that have helped large audiences already. Bring any form(s) that are used in your LEA with a positive impact on the Transportation Operation. Maybe yours can be added to the “Form Hall of Fame”.

GPS Roundtable – Interested in getting gps for your buses and or service vehicles? Come and listen to other Transportation Personnel from around NC with their experiences. After the presentation the floor will be open for topic discussion.

Driver Payroll with GPS – Are districts using GPS or other payroll systems really getting what they expected? Share what your district is using and the results to other users across the State.

****NAPT 208 Parent, Admin, Board, and Public Outreach** - This four-hour class gives tips on working with the media, school staff, community groups and parents to promote understanding of student transportation issues and needs. Learn how to identify problems and develop appropriate messaging using both time-tested and innovative mediums. This is a valuable course for transportation managers who want to strengthen community relations.

****NAPT 404 Human Resources Critical Issues** – In today’s world, school transportation professionals are facing many critical personnel issues. This four-hour course covers three major critical areas: Sexual harassment, diversity and child abuse/neglect. Learn what your responsibilities are and what to in a critical incident.

**** NAPT 607 Legal & Regulatory Fundamentals in Transportation** – Overview of federal laws and guidelines regarding school bus transportation including FMVSS, Guideline 17, commercial vehicle license, drug and alcohol testing and much more. Obtain the broad stroke on special education laws – ADA, IDEA and Section 504; 94-142. This informative course will conclude with a look at ISO 9000.

****NAPT 602 Routing and Scheduling II-** This course explores the practical knowledge needed to efficiently manage your school bus routing and scheduling operations both manually and computer assisted. Areas that will be covered include: staggering of school bus routes, computer assisted routing and scheduling including GIS systems and organizational impacts.

Transportation for Homeless Students – With the passage of the McKinney Vento Act school systems are required to assist families in their time of need. With the downturn of our national economy families are asking for more help now than ever. The National Center for Homeless Education will present the facts to school transportation personnel with an open discussion to follow.

Tyler Technologies: GPS and Transportation Routing Products - Tyler Technologies will demonstrate Tyler Telematics GPS™, the only solution that can provide significant cost savings in four important areas: Productivity & route efficiency; Preventive vehicle maintenance; Drive training & risk management; Regulatory & environmental compliance. Also, Tyler Technologies will demonstrate Versatrans Routing and Planning™, the industry standard for flexible, easy to use school bus routing software. Features to be demonstrated include: Fast accurate, route building for regular education and special education student; Fast, easy and accurate map updates and maintenance; "What if" Routing scenarios and integration points with other Tyler products as well as partnered solutions.

How to Utilize Digital Video in Pupil Transportation – Would you like cameras on your buses or do you already have them? Ever wondered what to do with all of the video being catalogued each day? Come and learn different strategies for managing the video in your school district. Some day it may be called for in a legal situation and you want to be prepared. Let the video work for you not against you.

Special Needs User Group – Meet with others from DPI staff to LEA representatives in an open dialogue on how to incorporate Special Needs Transportation into your operation utilizing TIMS. Learn how other LEA’s are using the tools in TIMS to enhance this special transportation segment.

State Reporting Form TD-1 – Every June each LEA completes the TD-1 Report for DPI. Knowing what information is needed and how to accurately complete the report is challenging. Come and hear from DPI staff exactly what you can do throughout the year collecting the information so it easy completing this report.

State Reporting Forms TD-2 / TD-2R - Each fall LEA's complete the TD-2 report. This report tracks the actual ridership by bus/school for one week. The TD-2R tracks compensation and benefits for each bus driver on a daily/annual basis. Both reports are used in the efficiency formula. Learn from DPI staff the best way to complete both reports with a discussion afterwards.

Training for Special Needs Transporters: Training is never optional but in this budget conscious economy districts have difficulty setting aside the necessary funds. This session will suggest and give participants an opportunity to share creative training ideas.

Transportation plus Special Needs: An Equation for Success. When the Transportation Department and the Special Needs Department cooperate and collaborate, it often results in better service for all students. In this session, reasons for collaboration and methods for encouraging cooperation will be discussed.

TIMS / BSIP Data Analysis – Discussion and demonstration of how to compare your TIMS and BSIP data. There will be an open lab afterwards to demonstrate the actual reports and how to interpret the analysis.

TIMS Efficiency Strategies – This roundtable with TIMS staff will demonstrate and discuss run optimization /strategies to consider with using run optimization in trimming costs and saving buses.

TIMS/MS Office Open Lab - Bring your own laptop. TIMS staff will demonstrate how to incorporate TIMS data reports and export to a Word or Excel document.

TIMS Open Lab – TIMS staff will be available to address TIMS issues you may be experiencing; bring your data backup on a jump drive if you would like and share the exact problems.

**** Denotes courses that require pre-registration and or additional registration fees. Class size limitations apply.**

Technician

**** A/C Preventative Maintenance Class (IC Bus)** - You will learn the basics of Trans Air Conditioning systems. We will show you where all of the components are and what they do. We will make sure you know what is needed as far as preventative maintenance so your systems can operate trouble free. This course is two hours long and for 20 technicians.

****A/C Troubleshooting Class (Thomas Bus)** - You will learn the specific steps of troubleshooting an A/C system. Learn the basic steps in order and make your life easier. This course is 3 hours long and is limited to 12 technicians. The class will be hands-on class with a bus so dress accordingly.

****Allison 2000 Diagnostics-** This class is designed to help service personnel to perform preventive maintenance, troubleshoot and diagnose transmission problems, remove and replace transmissions. Participants are required to bring laptop with DOC software version 8.2 installed and translator with cables. Class size is limited to eight technicians and is ½ day in length.

Cat 3126B Diagnostics and Cat ET - Students are provided training on basic troubleshooting, maintenance, and repair of medium duty engines (3116, 3126B and E and C7). The course covers basic system operation, as well as practical application of pre-selected tasks. In addition, students are provided an overview on key Cat electronic resources to include as a minimum Electronic Technician, SIS Web, and www.truck.cat.com. Training will include practical exercises geared toward meeting daily operational requirements.

****C2 and FS 65 Electrical Systems In-Depth**– You will learn in-depth electrical troubleshooting on the FS65 and the C2. You will use Access Freightliner and TBB-Online. When you finish this class you can access your own wiring schematics, parts information, and other pertinent information that is VIN specific. Learn to get troubleshooting information right from the dash of the bus. Technician must bring laptop with Service Link loaded and a digital ohm-voltmeter as well as have previously attended a C2 familiarization class. This all day course is taught in a small group of 12 technicians. Participants need to dress for working on the bus.

****CE-200 Electrical Systems Diagnostics** – An IC factory trainer will work with participants in medium sized groups on different methods to diagnose and repair various electrical systems. The group will work together in teams on buses learning how to make more efficient repairs in the multiplex system. This course will last half a day. Participants need to dress for working on the engine.

Cummins ISB – with the 2009 and 2010 C2 buses school districts received the Cummins ISB engine. This course will provide participants with an introduction to the engine through basic maintenance procedures. The “Re-Gen” cycle will also be discussed and how to properly re-cycle the engine particulates before causing pre-mature engine damage. An interactive dialogue with the instructor will provide participants with an opportunity to ask questions.

****MB-906 Engine Diagnostics** – This class is designed to help service personnel to troubleshoot and diagnose engine problems, remove and replace cylinder head, perform preventive maintenance and tune-ups. Participants are required to bring laptop with 3DL software version 6.45 installed and translator with cables. Participants will be working around an engine and should dress accordingly. Class size is limited to 8 technicians and is one day in length.

My TBB Online and Access Freightliner - You will learn about all of the tools available to you on wiring diagrams, parts breakdowns, training, etc. We will guide you into Parts Pro, Service Pro and Your Training modules. Each County has their own secure login and password so you access just your vehicles. Make your lives easier by attending this class.

NC Bus Inspector Certification Exam - NC Bus Inspector Certification Exam - In 2007 the State of NC passed legislation that eliminated the need to outfit school and activity buses with a DMV safety inspection annually. With the current DPI guidelines for inspecting buses it meets and some areas exceeded the DMV inspection. To comply with the passed legislation any person who completes the 30 day inspections will be required to pass an examination authorized by DMV and DPI. This exam will have 40 questions. This examination is open to all individuals have performed 30 day inspections on school buses for 5 years or more before April 1, 2010.

NC Bus Inspector Certification Course- As of June 2010 NC State Board of Education requires any person performing 30 day inspections to be state certified. Anyone who has been inspecting buses less than five years prior to June 2010 must complete a 4 hour training class before taking the state exam. This class is offered to employees who were hired on or after June 1, 2005. After completing the class the person attending will be eligible to take the state exam for technician certification.

Paint and Body Roundtable - Sit with other LEA staff and see how they are painting school and activity buses today. Body and Chassis repairs will also be discussed on how staffs are finding the best ways to do them. Also here about how the new EPA regulations are affecting paint booths and paint tools.

Ricon Lifts- Repair, Maintenance, and Troubleshooting of Ricon Lifts.

****Rosco Vision Systems**- Repair & Maintenance of Rosco Vision Systems & FMVSS 111 "Field of Vision". Course will be conducted around a bus in groups of 20 students.

Roundtable on Bus Bodies – Meet with fellow colleagues in this two part series to discuss issues relating to our school bus bodies. The first part of the session will be Wednesday where issues will be identified. The second part of the session will conclude Thursday where the panel will have talked with vendor(s) and received responses to issues identified earlier. Vendors attending the Trade Show will be invited to the Friday session if their product(s) were discussed earlier.

Roundtable on Bus Chassis - Meet with fellow colleagues in this two part series to discuss issues relating to our school bus chassis's. The first part of the session will be Wednesday where issues will be identified. The second part of the session will conclude Thursday where the panel will have talked with vendor(s) and received responses to issues identified earlier. Vendors attending the Trade Show will be invited to the Friday session if their product(s) were discussed earlier.

S-Cam Brake System Maintenance & Repair – This course will focus on routine maintenance and repair on the S-Cam air brake systems used on NC school buses.

School Bus Brake Training – Course will cover brake timing and balance, wheel end components, brake shoes, ABS systems, and other relevant issues. All information will be focused towards school bus brakes and proper procedures to maintain the brake systems.

**** Technician Intro to MS Windows-** Do you find yourself having to use a laptop computer to work on the new engines and transmissions? Are you a little nervous with this new age way of working on buses? If so plan to attend this session where you will have an opportunity to sit down in front of the laptop computer and learn how to easily navigate the screens. Even with security features in Windows this course is good for people that want to get a little more out of their basic skills.

Tire Changing Procedures- Ever wondered are you properly and safely changing tires? Come and see from a tire manufacturer what is the correct and safe way to dismount / mount tires on buses. OSHA regulations relevant to this will be addressed. In addition things to look for with tire maintenance will be presented to stretch that rubber as far as you can.

**** VT-365 Intermediate Engine Diagnostics** - an IC factory trainer will work with participants in a small group setting focusing on different strategies to diagnose advanced engine problems. Topics will include: Hard Start, No start /Performance Diagnostics using service max, Low ICP testing, VGA Turbo testing, Contribution testing using software and analyzing results, and other unique service tools and procedures including updates. This is a one day course and is limited to eight technicians. Participants need to dress for working on the engine.

What is Oil Sampling About? – The course will cover testing procedures; proper sampling; using test results; understanding test results; applying results effectively.

**** Denotes courses that require prerequisites, pre-registration and or additional registration fees. Class size limitations apply.**

Administrative and Technicians

Bluebird Vision Bus: Come See What This School Bus is About – Bluebird Buses has a new dealer in North Carolina. Come here from Gregory Poole staff as they have an open forum discussing the Bluebird Vision conventional school bus and its many features available to school districts.

Coolant Class: Everything you want to know about coolant but were afraid to ask-

You will learn about all of the different coolants that are used in the industry. The changes in the state specifications over the years and what you need to do to operate trouble free coolant systems? Have you ever had a coolant filter rust out? You should attend this class. The latest DPI requirements will be reviewed. Representatives from Pen Ray and Thomas Built Buses will present methods on testing and analyzing results from coolant samples in the bus fleet. Technician should bring the information that they are using in their fleet. Bring brand and coolant specification as well as you're testing and maintenance

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procedures and we will discuss them. We recommend that you write this down so there is no confusion once you get to the class. This course is recommended for all Shop Supervisors and Lead Technicians.

DPI Update – The staff from DPI will provide updates to LEA staff on the happenings in the Legislature and any other information relevant for the 2009-10 school year.

DPI Fleet Inspection: How does the “Point System Work”? – Every year your DPI Field Consultant comes around to inspect buses. What is that “Point System” they use in giving your bus maintenance a score? Learn exactly how the point system works and how values are given for each item on the bus.

IC Bus On-Command Parts Catalog- Participants will learn how to use on-line ordering for IC & International parts. Topics will include Navistar parts, program branding changes, support network overview, parts information and return program, PARTSMART. Course is limited to 25 people each session.

IC Bus On-Command Service Training – Participants will learn how to use on-line Navistar service solutions that apply to the bus industry. Additional areas that will be covered include Navistar program branding changes, support network overview, and service information.

Reducing Tire Cost Through Effective Maintenance - Easy to find Dollars that may be hidden in your tire program. Learn how to utilize the Out-Service-Tire-Analysis and performance tracking to reduce tire cost.

SafeGuard Integrated Child Seat Service and Maintenance – This course will cover basic service to both previous and new generations of the SafeGaurd school bus seat with integrated child seats. Technicians will learn how to disassemble the seat and replace components (e.g. covers) requiring service and or maintenance. Proper installation of the SafeGaurd STAR to standard school bus seats, proper techniques for securement of a child to the STAR, will also be covered.

School Bus Accident Investigation – The NC Attorney General’s Department will conduct a session on what LEA staffs need to be prepared for at school bus accidents. Knowing the do’s and don’ts are essential out there. Collecting the right information can also protect the State when lawsuits arise. **This course should only be attended by LEA staff that actually goes to accident scenes.*

****Sure Lok Restraints** – The new safety restraints coming on NC school buses are much different than the old ratchet style. Learn how they are very effective in securing the new wheel chair types with operator ease. Storage and maintenance of the straps will also be discussed. Hands on training will be provided for all course participants. Attendees will receive a certification from Sure-Lok for completing the course. Limited to 25 people per session.

Safety Solutions for Wheelchair Passengers - In special needs transportation industry, it is imperative that we are well-informed on the proper application of Wheelchair and Occupant Securement Systems. The training will cover an overview of products available, pre-trip inspection, and proper operation of the Wheelchair and Occupant Securement System.

**** Denotes courses that require pre-registration and or additional registration fees. Class size limitations apply.**