



Hello Everyone, we hope this message finds everyone doing well. As SCAPT continues to prepare for the 42<sup>nd</sup> Annual Summer Conference in July, we are now ready to offer registration for the NAPT PDS Course offerings. We have offered these courses based upon the request of Transportation Professionals working on their NAPT Certifications.

In the past we had charged for the course guide, since we had some who would register and not appear, leaving us with too many course guides. NAPT has now changed the process to where we can only order course guides for those who have registered. Therefore, we will not be able to accept walk-ins. **This means registration is now more critical.**

Here are our offerings. If you wish to attend any courses, please complete the attached registration and submit to Bill Kurts by June 8, 2017.

**PDS-402, Sunday July 16, 2017, 3-7 PM. Instructor Dave Weissman, CDPT**

**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.

**PDS-804, Monday during Trade Show, for individuals working on Special Needs Certification, we have had the Trade Show approved to meet this course requirements, therefore, not required to attend a National Conference.**

**804 - Product & Equipment Report** (Please note: This course is available exclusively through NAPT.): Candidates will be required to provide a list of standard equipment and products regularly used in the transportation of students with special needs. This course requires an evaluation of a minimum of one product in each of the following areas: Pre-Trip/Check, Wheelchair Loading, Wheelchair securement, Managing Challenging Student Behaviors, and Car Seat Securement.

**PDS-503, Tuesday July 18, 2017, 1:30 to 5:30 PM, Instructor Bill Kurts, CDPT**

**503 - School Bus Specifications:** A four-hour workshop providing practical guidelines for "spec'ing," bidding, and receiving school buses best suited to your specific needs.

**PDS-805, Wednesday July 18, 2017, 8:30 AM to 12:30 PM, Instructor Teena Mitchell, CSNT**

**805 - Managing Behaviors of Students with Special Needs: Transportation Challenges:** This course takes an in-depth look at behavior management strategies that emphasize best practices for supporting a safe school bus environment.



**SCAPT Registration for NAPT Courses for the 42nd Annual Summer Conference**

Please complete and submit to Bill Kurts, via fax or email, **by Thursday, June 8, 2017**

Email- [wkurts@lexington1.net](mailto:wkurts@lexington1.net)

Please check courses you wish to take.

**PDS 402-Managing Human Resources (SUNDAY July 16) 3-7** \_\_\_\_\_

**PDS 804-Product and Equipment Report (MONDAY July 17) Trade Show** \_\_\_\_\_

**PDS 503-School Bus Specifications (TUESDAY July 18) 1:30-5:30** \_\_\_\_\_

**PDS 805-Managing Behavior of Students w/ SPED (WEDNESDAY July 19) 8:30-12:30** \_\_\_\_\_

NAME: \_\_\_\_\_

DISTRICT: \_\_\_\_\_

Mailing Address:(City,State,Zip) \_\_\_\_\_  
\_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Numbers: Office \_\_\_\_\_ Cell \_\_\_\_\_

SCAPT Member ( ) Yes ( ) No

**Please note the deadline for registering for the classes. Registrations will not be accepted after this date due to ordering course workbooks.**

**Due to new NAPT Processes for Registration, Walk-Ins will not be permitted; we will only be able to order Course Guides for people who registered. We are not charging for the workbooks due to the new process and in the past we have had people register and then not show. You will receive a NAPT PDS Certificate, even if you're not a NAPT Member.**

**Please submit your registration by the DEADLINE of June 8, 2017.**