



UNITED STATES DEPARTMENT OF THE INTERIOR
 Bureau of Indian Education
 1849 C Street NW, MIB-3610
 Washington, DC 20240

August 9, 2023

MEMORANDUM

TO: Associate Deputy Director, Tribally Controlled Schools (TCS)
 Associate Deputy Director, Bureau Operated Schools (BOS)
 Associate Deputy Director, Navajo Schools
 Education Program Administrators
 Bureau of Indian Education School Principals

FROM: Sharon Pinto, Deputy Bureau Director, School Operations, BIE *Sharon Pinto*

THRU: Tony Dearman, Director, BIE *Ty Dearman*

SUBJECT: School Year 2023-2024 ISEP Student Transportation Mileage Count Instructions

This memorandum provides an overview of the School Year (SY) 2023-2024 Indian School Equalization Program (ISEP) transportation mileage count process and follows the requirements of 25 CFR Subpart G—Student Transportation. Your schools are encouraged to review the 25 CFR Subpart G—Student Transportation requirements (attached) before completing the transportation mileage count reporting.

The SY 2023-2024 Transportation Count Week (25 CFR § 39.701) is **September 25-29, 2023**.

All schools are required to certify mileage from the Student Count Week in WebET no later than **October 23, 2023**. Please see the attached “WebET Handbook” for additional guidance and information. ISEP Transportation Funding will be distributed to schools based on this reported data on December 1, 2023 as outlined in 25 CFR § 39.208.

Further, in accordance with 25 CFR § 39.730, all vehicles used by schools to transport students must meet or exceed all appropriate Federal motor vehicle safety standards as well as State or Tribal motor vehicle safety standards. The Bureau will not fund transportation mileage and costs incurred transporting students in vehicles that do not meet these standards.

Lastly, we are requesting all school bus route maps be sent in PDF format to studenttransportation@bie.edu by the October 31st deadline. Please see the attached guidance document for map submission details.

For questions regarding these instructions, please contact the BIE Transportation Team by email at studenttransportation@bie.edu.



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ATTACHMENTS: 25 CFR Subpart G—Student Transportation
Transportation Reporting Guidance
WebET Handbook
BIE Systems Access Request Form