Listening Session
Indian Student Equalization Program (ISEP)
Student Transportation
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April 20, 2021

Online at: bie.edu
Indian Student Equalization Program (ISEP)
Student Transportation

25 CFR, Part 39 Subpart G – Student Transportation
ISEP Statutory Authority


Student Transportation Funding Purpose

§ 39.700 What is the purpose of this subpart?

The program funds transportation of students from home to school.

Subpart G covers how transportation mileage and funds for schools are calculated under the Indian School Equalization Program (ISEP) transportation program.

To use this part effectively, a school should:

• Determine its eligibility for funds using the provisions of §§ 39.702 through 39.708;
• Calculate its transportation miles using the provisions of §§ 39.710 and 39.711; and
• Submit the required reports as required by §§ 39.721 and 39.722.
Funds Eligibility

§ 39.702 - § 39.706  Schools may receive funds for the following items:

• Commercial transport costs of students from home to school and school to home.
• Mileage to deliver the residential students or their luggage from commercial transportation terminal to the school.
• Actual chaperone expenses, excluding salaries.
• Transporting of a special education student as required by the student’s Individual Education Plan (IEP).
• If a peripheral dormitory is required to transport dormitory students to the public school.
Which student transportation expenses are currently NOT eligible for Student Transportation Funding?

§ 39.707 - § 39.708 The following transportation expenses are not eligible for funding but must be collected under the provisions of the subpart:

- Fuel and maintenance runs.
- Transportation home for medical or other emergencies.
- Transportation from school to treatment or special services programs.
- Transportation to after-school programs for example:
  - Athletics, Band, Detention, Tutoring, study hall and special classes and Extra-curricular activities such as arts and crafts.
  - Transportation for day and boarding school student to attend instructional programs less than full-time at locations other than the school reporting the mileage.
- Miles generated by non-ISEP eligible students.
Calculation of total Annual Day Transportation Miles

§ 39.710 During Transportation Count Week, the last full week in September, schools record route mileage for each day.

For ISEP-eligible day students whose route is entirely over improved roads, calculate miles using the following formula:

\[ \frac{Tu + W + Th}{3} \times 180 \]

Example: Tuesday, Wednesday, Thursday Daily Mileage
Morning Route = 2.5 miles
Afternoon Route = 2.5 miles
Total Daily Mileage = 5.0 miles

\[ \frac{5+5+5}{3} = 5 \text{ miles (Average Daily Mileage)} \]

\[ 5 \times 180 = 910 \text{ miles (Annual Day Miles)} \]
Calculation of total Annual Day Transportation Miles

For ISEP-eligible day students whose route is partly over unimproved roads, calculate miles using the following three steps.

Step 1. Apply the following formula to miles driven over improved roads only:

\[ \frac{Tu + W + Th}{3} \times 180 \]

Step 2. Apply the following formula to miles driven over unimproved roads only:

\[ \frac{Tu + W + Th}{3} \times 1.2 \times 180 \]

Step 3. Add together the sums from steps 1 and 2 to obtain the total annual transportation miles.

Example: Using the previous example, 3 miles of route is improved, 2 miles of route is on an unimproved road

Improved Section: \[ \frac{3+3+3}{3} = (3 \text{ miles} \times 180) = 540 \text{ miles} (Average \ Daily\ Mileage) \]

Unimproved Section: \[ \frac{2+2+2}{3} = 2 \times 1.2 \times 180 = 432 \text{ miles} (Average \ Daily \ Mileage) \]

540 + 432 = 972 miles (Annual Day Miles)
Calculation of Total Annual Residential Miles

25 CFR Part § 39.103 - What are factors used to determine residential base funding?

For ISEP-eligible residential students whose trip is entirely over improved roads, calculate miles using the following formula:

\[
\text{Trip mileage from home to school} \times 4
\]

Example: Student lives 500 miles from school.

\[
500 \times 4 = 2000 \text{ miles}
\]
Calculation of Total Annual Residential Miles

25 CFR Part § 39.103 - What are factors used to determine residential base funding?

For ISEP-eligible residential students whose trip is partly over unimproved roads, calculate miles using the following three steps.

Step 1. Apply the following formula to miles driven over improved roads only:

\[ \text{Trip mileage on improved roads from home to school} \times 4 \]

Step 2. Apply the following formula to miles driven over unimproved roads only:

\[ \text{Trip mileage on unimproved roads from home to school} \times 1.2 \times 4 \]

Step 3. Add together the sums from steps 1 and 2 to obtain the total annual residential miles.

Example: Using the previous example, 450 miles of trip is improved, 50 miles of trip is on an unimproved road.

**Improved Section:** \[ 450 \times 4 = 1800 \text{ miles} \]

**Unimproved Section:** \[ 50 \times 1.2 \times 4 = 240 \text{ miles} \]

\[ 1800 + 240 = 2040 \text{ miles (Annual Residential Miles)} \]
How does BIE allocate Transportation funds to schools?

§ 39.732 OIEP allocates transportation funds based on the type of transportation programs that the school provides. To allocate transportation funds OIEP:

• Multiplies the one-way commercial costs for all schools by 4.
• The total commercial cost is subtracted total from the appropriated transportation amount.
• The balance is divided by the total eligible mileage from all schools.
• Resultant is a per-mile rate.
• Per-mile rate is multiplied by each school's mileage.
SY 2019-2020 Funding Summary

Summary Calculations

- SY 2019-2020 Appropriation: $56,413,000.00
- 2019 Commercial Costs: $3,628,324.02
- Funds Available for Mileage Distribution: $52,784,675.98
- Total Annual Miles (Instructional and Residential): 14,595,714.44
- Funding per mile: $3.62
Funding Distribution Timelines

July 1 - 80 % Distribution of school’s previous years funding amount 46,410,860.00

December 1 – Distribution of remaining current year Appropriation $10,002,140.00
Distribution Example for (1) School

School Total Distribution for SY 19: $200,000

July 1 Distribution: $160,000
Based on 80% of SY 19 total distribution.

SY 20 Calculated Distribution: $175,000
After current year costs and mileage is received and calculations are performed.

December 1 Distribution: $15,000
($175,000 - $160,000)
Reporting Requirements

§ 39.721 § 39.722 By August 1 of each year, all schools, peripheral dorms and off-reservations boarding schools that provide transportation must submit a report for transportation costs for the preceding year to the Office of Indian Education Programs (OIEP).

Information that must be included:
• Fixed vehicle costs and other costs including:
  • The number and type of buses, passenger size, local GSA rental rate, and duration of GSA contract
• Variable vehicle costs
• Mileage traveled to transport students to and from school, on school days, to sites for special services, and to extra-curricular activities
• Mileage driven for student medical trips
• Costs of vehicle maintenance and service cost, including cost of miles driven to obtain maintenance and service
• Driver costs
• All expenses referred to in §39.707 and §39.708.
Example of Annual August Cost Submission

3/2/2020

US Bureau of Indian Affairs
WebET Intranet
Office of Indian Education Programs

User: charles.riley02 (Charles Riley)
Level: Bureau / Data Entry and Certification
Office: Bureau Central Office
School Year: 2019 - 2020
School: Takini School

Return to the School Main Menu

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<thead>
<tr>
<th>Cost Category</th>
<th>Line Items</th>
<th>Total Cost</th>
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<td>1. CSA Vehicle Rates - Lease / Rental</td>
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<td>2. Charter Transportation Costs</td>
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<td>3. Non-CSA Vehicle Rates (lease, rental, etc.)</td>
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<td>4. Non Variable Vehicle Costs (extra-curricular activities,</td>
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<td>special programs, medical services, emergencies, etc.)</td>
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</tr>
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<td>airfare, etc.)</td>
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<td>8. Meals and Lodging (Students)</td>
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<td>10. Other Costs</td>
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<td><strong>0.00</strong></td>
</tr>
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* Click the Category Name to edit or add new line items

Print the Transportation Cost Detail Report. Opens a separate print-friendly window - use your browser's print function to send to a printer. Note: please fax a final copy of your report to your Line Office and Dr. Joe Hemin at (302)-308-3271.

Return to the School Main Menu

To end this WebET session correctly, be sure to Logoff and close your browser window.
Other Requirements

In Addition, there are certification and verification requirements.

§ 39.721 Off-reservation boarding schools must include a Charter/Commercial and Air Transportation Form signed and certified as complete and accurate by the School Principal and the appropriate Education Line Office (ELO).

§ 39.722 All day schools and on-reservation boarding schools must include a Day Student Transportation Form signed and certified as complete and accurate by the School Principal and the appropriate Education Line Office (ELO).
Which standards must student transportation vehicles meet?

- BIA Safety and Health Handbook for Field Operations
- September 02, 1998 Memo signed by Director of Office of Indian Education Programs
Look for Updates here

- BIE Tribal Consultations Web site
  - https://www.bie.edu/landing-page/academic-success
- Indian Affairs Consultation Web site
- ISEP & Student Transportation Federal Register notice
- Point of Contact:
  - Ms. Emmalani Longenecker
  - Special Assistant to the Deputy Bureau Director, School Operations, Bureau of Indian Education
  - Tel. (505) 563-5368
  - emmalanlongenecker@bie.edu
Thank You!

Mvto  HiyHiy  LemLmts  Wado
DaWaEh  Miigwech  Wopila
Pinagigi  Hiriwe Tudahe  Pilamiya  Taikuu
Baasee  AnaaBasee  Nya:Weh  Aho
Wawaenon  Ahéheé  Tansí
Quyana