
~~ARKANSAS DEPARTMENT OF EDUCATION
RULES AND REGULATIONS
GOVERNING THE SCHOOL TRANSPORTATION FORMULA~~

~~1.00 REGULATORY AUTHORITY~~

~~1.01 These regulations shall be known as Arkansas Department of Education Regulations Governing the School Transportation Formula.~~

~~1.02 These regulations are enacted pursuant to the State Board of Education's authority under Ark. Code Ann. 6-20-219 (1987).~~

~~2.00 PURPOSE~~

~~2.01 It is the purpose of these regulations to set forth the manner in which a district's State Transportation Aid will be determined.~~

~~3.00 DEFINITIONS~~

~~3.01 **Area:** The number of square miles of land within the school district boundary lines computed to the nearest whole section.~~

~~3.02 **ADT:** The average number of pupils transported daily in Kindergarten through Grade 12 (K-12). ADT is based on the average of the first three quarters of the previous school year. Pupils eligible to be counted in the ADT include resident pupils attending school within the district and residing two route miles or more from their respective assigned schools, legally transferred pupils under Ark. Code Ann. 6-18-316 (Supp. 1989), school choice pupils under Ark. Code Ann. 6-18-206 (Supp. 1989), and tuition agreement pupils.~~

~~3.03 **ADA:** The number of pupils in average daily attendance in Kindergarten through Grade 12 (K-12). ADA is based on the total number of days of students' attendance divided by the days taught.~~

~~3.04 **Density:** The area in square miles of the school district divided into the average daily transported in K-12. The density chart attached as Document A will be used to compute transportation aid until such time as the Director of the Department of Education determines that sufficient funds are available to fund the density chart attached as Document A-1. Once the Director determines that such funds are available, the ADE will notify local school districts and use the A-1 chart.~~

~~3.05 **Resident Pupils:** Pupils in K-12 living within the district.~~

- ~~3.06 — **School Choice Pupils:** Pupils attending a public school in a district other than the one in which the pupil resides, pursuant to Ark. Code Ann. 6-18-206 (Supp. 1989).~~
- ~~3.07 — **Legally Transferred Pupils:** Pupils granted transfers under Ark. Code Ann. 6-18-316 (Supp. 1989).~~
- ~~3.08 — **Tuition Pupils:** Pupils attending school outside the resident district under a written tuition agreement between the resident district and receiving district.~~
- ~~3.09 — **Supplemental Aid:** Transportation aid for pupils in K-12, attending an approved Special Education Center, Vocational Center, School for the Blind or School for the Deaf, located either within or outside the resident district because facilities are not available at the resident school site. Funding is based on one way miles in relation to the number of students transported daily for the required number of school days. Document B will be used to calculate supplemental aid until such time as the Director of the Department of Education determines that sufficient funds are available to fund Document B1. Once the Director determines that such funds are available, the ADE will notify local school districts and use the B1 chart.~~
- ~~3.10 — **Approved Transportation Unit:** A school bus meeting all state and federal safety standards for school bus construction and certified by the manufacturer as a school bus. The school bus must be assigned to a regular school bus route for transporting pupils to and from the public schools during the regular school term. To qualify for state aid the bus must have a capacity of at least 10 students. All transportation units shall be in good repair, sanitary, and in safe operating condition as indicated by regular maintenance and safety inspections.~~
- ~~3.11 — **Bus Seating Capacity:** The rated seating capacity (indicating the maximum number of persons to be accommodated) as designated by the manufacturer.~~
- ~~3.12 — **Fleet Seating Capacity:** The number of route units, by size, times the respective manufacturer's rated seating capacity of the unit(s).~~
- ~~3.13 — **Special Units:** A sixteen (16) passenger or smaller school bus unit, meeting all state and federal safety standards.~~
- ~~3.14 — **Spare Bus:** A bus held in reserve; an additional or extra bus which shall not be counted in the number approved for route unit aid.~~
- ~~3.15 — **Route Bus:** A bus assigned to a regular school bus route(s) for a continuous period of at least five (5) months.~~

~~3.16—**Feeder Bus:** A bus used to transport pupils from their home to the bus line where they board a route bus. No transportation aid shall be allowed for a feeder bus.~~

~~3.17—**Disaster Aid:** Transportation aid payable to a school district due to a natural or a man-made disaster that causes a school district to re-route one or more approved school buses so that additional miles are incurred above the previously established route for a minimum of 20 days.~~

~~3.18—**Shuttle Bus:** A bus not used on the daily route, but used to shuttle students from one school to another. Shuttle buses shall not be counted for aid purposes as route buses.~~

~~3.19—**Base Aid:** Amount of aid generated by ADT and depreciation allowance on route units.~~

~~3.20—**Add-ons:** Amount of aid generated by workshops, supplemental aid and aid for children with disabilities.~~

~~4.00—CALCULATION OF BASE TRANSPORTATION AID~~

~~4.01—A district's Base Transportation Aid is determined by adding the district's Pupil Aid and Depreciation Allowance using the Worksheet for Transportation, Document C and the Formula Components set forth in Section 5.00 below.~~

~~5.00—CALCULATION OF TRANSPORTATION AID COMPONENTS~~

~~5.01—Calculation of ADT~~

~~5.01.1 ADT may include resident pupils who reside two route miles or more from their assigned schools. Districts may count pupils who live in this area even if private transportation is provided for these students, as long as a school bus is operated by the district for the potential transportation of these pupils. The school district applying for aid must determine whether a student lives outside or within the two-mile distance for each school attendance site using an established bus route.~~

~~5.01.2 ADT may include legally transferred students under Ark. Code Ann. 6-18-316. However, a legally transferred student may only be counted for ADT if the district applying for aid actually transports this student. Under Act 214 of 1991, if both the resident district and the receiving district provide transportation to a legally transferred student, both districts may count this student on their ADT calculation.~~

~~5.01.3 ADT may include a student transferred under School Choice, Ark. Code Ann. 6-18-206, if the district applying for aid actually transports the student. Under Act 214 of 1991, if both the resident district and the receiving district provide transportation to a School Choice student, then both districts may count this student on their ADT calculation.~~

~~5.01.4 ADT may include a tuition agreement student if the district applying for aid actually transports the student. Under Act 214 of 1991, if both the resident district and the receiving district provide transportation to a tuition agreement student, then both districts may count this student on their ADT calculation.~~

~~5.01.5 ADT may not include students living within the two mile distance of the assigned schools using an established bus route, even if pupils are picked up at courtesy bus stops within the two mile distance.~~

~~5.01.6 In order to verify ADT all school districts applying for aid must keep accurate records indicating:~~

- ~~1. All pupils who live outside the two route mile distance from their assigned school site.~~
- ~~b. The bus students in (a) above ride.~~
- ~~3. The distance students in (a) above live from the school site as measured by an established bus route.~~
- ~~d. All legally transferred students who are transported.~~
- ~~e. All School Choice students who are transported.~~
- ~~f. All tuition agreement students who are transported.~~

5.02 Calculation of the area of the district.

5.02.1 Area is determined by computing the number of square miles within the district boundary lines to the nearest whole section.

5.03 Calculation of Density

5.03.1 Density is determined by dividing the district's ADT by the district's Area.

5.04 Calculation of the Transportation Rate Per Pupil

5.04.1 Transportation Rate Per Pupil is determined according to the district's density, as it appears on the Transportation Rate Per Pupil chart.

5.05 Calculation of Pupil Aid

5.05.1 Pupil Aid is determined by multiplying the district's ADT times the Transportation Rate Per Pupil.

5.06 Calculation of Depreciation Allowance

5.06.1 Total Depreciation Allowance is determined by multiplying the number of route transportation units by size times the allowable depreciation by size and adding all allowable depreciation by size (column 5 of the worksheet).

5.06.2 To determine the number of transportation units for the current school year, use the number of route units operated in the previous school year. Units that run a double or triple run are counted as one unit.

5.06.3 Activity buses or spare buses shall not be included-for

5.06.4 Replacement units shall not be included as additional u

5.06.5 Transportation units may qualify for a depreciation all

Seating Capacity

Aid Per Unit

89	\$4,400
83	4,100
77	3,800
71	3,500
65	3,200
59	3,100
53	3,000
47	2,900
41	2,800
35	2,700
23	2,500
Special Units	2,400

5.07 District's Base Aid Amount

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- 8.02 If the maximum eligible ADT is less than the fleet seating capacity, the number of approved transportation units (excluding special units) is multiplied times the maximum eligible ADT, including any adjustments for annexation and/or consolidation and divided by the total rated seating capacity of the fleet. The result is multiplied by \$12,800 and the total allowed for approved special units is added. If the maximum eligible ADT is more than fleet seating capacity, multiply the number of approved transportation units times \$12,800 and the total for approved special units is added.
- 8.03 The maximum aid figure in Section 8.02 increases from \$12,800 to \$14,800 in 1992-93 and to \$16,000 in 1993-94, if the Director of the Department of Education determines that funds are available. Once the Director determines that funds are

available, the ADE will notify local school districts.

9.00 APPLICATION OF MINIMUM AND MAXIMUM LIMITATION FACTOR

9.01 A district may not receive less aid than the Minimum amount of transportation aid, and it may not receive more than the maximum amount of transportation aid.

9.02 The total aid for which a district is qualified shall be;

- a. the district's Base Aid Amount if that amount is less than the maximum transportation aid calculated under Section 8.00 and more than the minimum transportation aid calculated in Section 7.00; or
2. the minimum transportation aid calculated in Section 7.00, if the district's Base Aid Amount is less than that minimum transportation aid; or
3. the maximum transportation aid calculated in Section 8.00, if the district's Base Aid is more than the Maximum Transportation Aid.

10.00 THE STATE PERCENTAGE LIMITATION FACTOR

10.01 The total amount of approved aid shall be determined by multiplying the amount of transportation aid to which the district is entitled as determined in Section 9.02, times the percentage of funding available for all districts.

11.00 WORKSHOP AID

11.01 In addition to the total amount of approved aid, a district shall be entitled to workshop aid.

11.02 Workshop aid shall be calculated as follow:

11.02.1 Seventy dollars (\$70) will be paid to the school district for each qualified route driver, substitute driver and/or activity driver employed by the school district who attends the State Department of Education sponsored in-service workshop. To qualify for the seventy dollars (\$70), attendees shall hold a valid Class "A", "B", "C", or "D" drivers license with a "P" (passenger) endorsement, or the school bus drivers' pink permit which will be valid until April 1, 1992. Payment shall be made from an instructors' sign in sheet containing name and license number. Payment will be made the following year.

11.02.2 Two hundred fifty dollars (\$250) will be paid to the

school district for each school bus mechanic who attends the annual workshop for mechanics sponsored by the Arkansas Department of Education.

11.02.3 Resident districts or host districts that furnish instructors for the in-service program shall be reimbursed for all expenses incurred in the school bus driver training program. Instructors shall receive seven dollars (\$7) per qualified attendee, mileage at the state allowable rate and any related, documented expenses associated with the in-service program for bus drivers. Instructors will be paid one hundred fifty dollars (\$150) for conducting a beginning school bus drivers workshop for assigned schools. All school bus safety instructors shall be employed full time by a public/state educational institution. Payment is made during the current year of instruction.

11.02.4 Documented expenses for five (5) Arkansas Association of Pupil Transportation officers will be paid to the Southeastern States Pupil Transportation Conference in July of each year. An officer elected at the yearly meeting who cannot attend shall not be replaced with a substitute and the attendance option shall be forfeited that year.

11.02.5 Documented expenses for six (6) delegates to the National Minimum School Bus Standards Conference at Warrensburg, Missouri will be paid. This conference, conducted every five (5) years, established the standards for operational and mechanical specifications for school buses nationwide. All delegates shall be employed full time by a public school system and active in the school transportation program. All delegates shall be approved by the Director of the Arkansas Department of Education.

12.00 HANDICAPPED AID

12.01 In addition to the total amount of approved aid, a district shall be entitled to Handicapped Aid.

12.02 Handicapped aid is determined by multiplying \$300 times the number of school buses used primarily for transporting children with disabilities.

12.03 For each unit used primarily for transporting children with disabilities equipped with a wheel chair lift, the district may receive an additional \$200 in aid. For each student requiring specialized transportation according to

their Individualized Education Plan (IEP), the district may receive an additional \$25.

13.00 SUPPLEMENTAL AID

13.01 Supplemental aid is determined by reference to Chart B (or B1 when appropriate) and indicating the appropriate amount of aid based on the number of ADT transported to an approved center and the number of miles one way that such students are transported.

13.02 Applications for Supplemental aid must be approved in advance by the Transportation Section of the Department of Education.

13.03 To calculate the total amount of approved aid (line 16), add the amounts in columns 11, 12, 13, 14, and 15.

13.03.1 The amount listed in line 16 will not reflect the wealth limitation factor. The wealth limitation factor will be applied until phased out, in whole or part, by the ADE. The ADE will have specific authority to phase out any and/or all parts of the wealth limitation factor as financial aid becomes available.

14.00 WEALTH LIMITATION FACTOR

14.01 The transportation aid to which a district is entitled shall be limited according to the district's local wealth.

14.02 Local wealth shall be determined using the following factors and formula:

1. adjusted real estate assessed valuation for the second previous year times the average mills voted by all school districts in the state the second previous year;
2. adjusted utilities and personal property assessed valuation for the second previous year times 45 mills;
- c. severance tax receipts for the second previous year;
- d. forest reserve receipts for the second previous year;
5. average expenditures for transportation for all school districts in the state for the second previous year; and
- f. ADA for the second previous year;

Formula

$$\frac{(A + B + C + D)}{F} E = \text{Available district income per ADA}$$

- 14.03 If the district's local wealth per ADA exceeds \$80.00, approved aid is calculated by the following formula
- \$80.00 divided by local wealth per ADA = % of approved aid to which district shall be entitled
- 14.04 At such time as the Director determines that there are sufficient funds available to fund state transportation aid without the use of the wealth limitation factor, the wealth limitation factor will be eliminated in whole or in part. Local school districts will be notified of such eliminations.
- 15.00 ANNEXATION/CONSOLIDATION INCENTIVE
- 15.01 A transportation incentive factor will be allowed for school districts annexing or consolidating. This incentive factor shall assume that all pupils annexed or consolidated are eligible to be transported until actual ADT can be determined. To calculate this incentive factor, the ADA of the non-transported students shall be added to the ADT (line 1) before completing the worksheet. Once actual ADT can be determined, an adjustment may be made in ADT.
- 15.02 In the event consolidation or annexation occurs during the school year, an adjustment in ADT may be made at the time such event occurs.
- 15.03 On any additional route buses used to transport the new ADT (ADT and ADA), depreciation will be allowed in the same manner as on all other route buses (line 6).
- 16.00 DISASTER AID
- 16.01 Districts may apply for Disaster aid by completing an application with written documentation of the natural or man-made disaster and returning it to the Transportation Division of the Department of Education.
- 16.01.1 Disaster aid must be claimed during the year of the disaster.
- 16.02.2 Disaster aid is payable during the school year the disaster occurs or exists in, and such aid is payable for a maximum of the current school year or until the

temporary rerouting of the school bus cases.

16.02.3 The Department will calculate disaster aid by taking 85% of the average cost per mile times the additional miles added to the bus route. The state average cost will be calculated using data two years prior to the year of the disaster.

17.00 MISCELLANEOUS PROVISIONS

17.01 Transportation aid deductions shall be made for those schools having less than the required number of school days as prescribed by the Educational Standards. Deductions shall be made as follows: Approved state aid divided by the required number of days equals aid per day. Aid per day times the number of days not in attendance equals deductions for a short school term. No deductions will be made if a waiver is granted by the ADE on the number of days in attendance.

17.02 The State Department of Education reserves the right to deny transportation aid on children who are transported beyond a reasonable distance in cases where such children can be satisfactorily accommodated to an approved school nearer their residence. However, the Department of Education recognizes and supports that some districts may choose to bus students-greater distances to achieve further desegregation. Superintendents are urged to survey conditions and propose agreements between districts in keeping with sound administration and economy in the use of public school funds.

17.03 In case a district is overpaid for the current year, the amount of the overpayment will be deducted from the allotment for the current year, if possible. If not possible, this amount will be deducted in the succeeding year.

17.04 The distribution of transportation aid will be made on a percentage basis in case funds are not sufficient to make full payment. For example, if only 90 percent of the funds are available to meet the statewide requirements as determined by the formula, each district would receive only 90 percent of the aid factor that would have been received had the amount determined by the formula been paid in full.

17.05 The following penalties may be assessed against districts:

17.05.1 No transportation aid shall be granted any district if the proper officials do not make such reports as are required for participation.

- 17.05.2 An indication of an inaccurate report may be the basis for an investigation by the State Department of Education.
- 17.05.3 Unit aid shall be withheld on any unit found operating in violation of the minimum standards as adopted by the State Board of Education.
- 17.05.4 Route buses constructed before April 1, 1977 shall be phased out by the beginning of the 1992-93 school year. The penalty for operating in violation of this is the loss of all transportation state aid. (See Act 401 of 1991.)
- 17.05.5 Spare buses constructed before April 1, 1977 shall be phased out at the beginning of the 1995-96 school year. The penalty for operating in violation of this is the loss of all transportation state aid. (See Act 401 of 1991.)