TECHNICAL ASSISTANCE NOTE

No. T-06-01

Department Of Education
John L. Winn, Commissioner

School Business Services

School Transportation Management Section

School District Transportation Profiles for School Year 2003-04

Contact:
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DATE: **September 19, 2005**

TO: **School District Transportation Directors**
School District Finance Officers

FROM: **Charlie Hood, Director**
School Transportation Management

SUBJECT: **School District Transportation Profiles for School Year 2003-04**

Ensuring student access to educational programs requires that school districts and charter schools periodically analyze school transportation data, demographics, and trends. Attached is a copy of the Quality Link - Florida School District Transportation Profiles, Volume 14. This report is organized by district with a two-page summary of data for each school district transportation program. The report contains data from the 2003-04 school year, the most recent year for which complete data on expenditures is available.

The Appendices contain a series of data comparisons that provide information, such as:

- The percentage of bus ridership that generates no state funding
- The percentage of each district's total budget spent on transportation
- The percentage of transportation funded by local dollars
- The percentage of the transportation budget expended for salaries and benefits

We encourage you to discuss your district's information from this report with any existing or prospective charter schools and other clients. It is useful to them for planning purposes.

We hope you will find this report useful. If you have questions about the contents or any suggestions about next year's Quality Link, please contact Herman Carter at Herman.Carter@fldoe.org or (850) 245-9795.

CFH/RHM/hc

Attachment

cc: School District Superintendents
Charter School Contacts

The Quality Link

FINANCE
SAFETY
POLICY

Florida School District Transportation Profiles

Volume 14 July 2005

School Year 2003 - 2004

INTRODUCTION
Florida School District Transportation Profiles

The quality of Florida's school transportation programs is measured by safety, efficiency, and cost-effectiveness. The purpose of this document is to allow transportation directors and other interested persons to obtain a thumbnail picture of the unique characteristics of each of Florida's school districts. This is the fourteenth annual edition of the Profiles. The data can be used to provide information on the complexity and variety of factors that result in differing costs for student transportation among districts.

This document should provoke thoughtful, probing questions and encourage more complex data collection to explain many of the variations in costs among districts. Great care should be taken when making comparisons among districts. Conclusions should be drawn with extreme caution and only after careful scrutiny and analysis.

Please send suggestions for improved reporting to:
School Transportation Management Section
Florida Department of Education
325 W. Gaines Street
1134 Turlington Building
Tallahassee, Florida 32399-0400

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***** (BRF) = Bus Replacement Factor
(TOE) **=** Transportation Operating Expenditures
(TTE) = Total Transportation Expenditures

Sources of Information for Profiles

Data for the Transportation Profiles was compiled from the following sources:

1. 2002 Florida Statistical Abstract, Florida Estimates of Populations: 2000 Census Data from the U.S. Bureau of the Census.

2. Florida Department of Transportation, 2003 City/County Mileage Report.

3. Florida Department of Education, School Support Services/Education Information and Accountability Services, Membership Fall 2003.

4. Deputy Commissioner for Finance and Operations (DCFO) 05-08, Final 2003-04 Student Transportation Calculation.

5. Department of Education, Office of Funding and Financial Reporting, School Support Services.

6. District Annual Financial Reports, FY 03-04.

7. Transportation Directors, Florida School Districts.

Sources and Methodology

General Information	Sources
Fiscal Year	2003-04
Enrollment Pre-K-12	DOE/Education Information and Accountability Services, Fall 03
Eligible Students Transported	Automated FEFP Trans. Survey Average Oct. 2003/Feb. 2004
Percentage Enrollment Transported	Eligible Trans. Student/Enrollment, Pre-K-12
# Students Center-to-Center	Automated FEFP Trans. Survey Average Oct. 2003/Feb. 2004
# Pre-K Students	Automated FEFP Transportation Survey
# Teen Parent Students	Automated FEFP Transportation Survey
# Hazardous Walking Students	Automated FEFP Transportation Survey
# K-12 Students With Disabilities	Automated FEFP Transportation Survey
# Courtesy Students	Automated FEFP Trans. Survey (minus ineligible students transported)

District Demographics

Area	2002 Florida Statistical Abstract/2000 Census Data
Population	2002 Florida Statistical Abstract/2000 Census Data
Road Miles	
Paved	FL DOT, 2003 City/County Mileage Report
Non-paved	FL DOT, 2003 City/County Mileage Report

School Demographics

# Magnet Schools	District Profiles Worksheet for 2003-04
# Designated "Choice Schools"	District Profiles
ESE Centers	District Profiles
Teen Parent Centers	District Profiles
Pre-K Centers	District Profiles
School Centers Served by Bus	District Profiles

School Day Characteristics

1/2 Day K or Pre-K	District Profiles Worksheet for 2003-04
# Schools with Mandatory 7th Period	District Profiles
# Schools with Optional 7th Period	District Profiles
# Schools with Early Release Days	District Profiles
# Early Release Days	District Profiles
Year Round Schools	District Profiles
Staggered School Times	District Profiles
Court Ordered Busing	District Profiles
# Schools in District Plan for Parent "Choice"	District Profiles

Personnel Data

# Positions with Primarily Supervisory Duties (Operations and Maintenance)	District Profiles Worksheet for 2003-04
# Positions with Primarily Clerical Duties (Operations and Maintenance)	District Profiles
# Bus Drivers	District Profiles
# Substitutes (Permanent and Part-time)	District Profiles
# Bus Attendants	District Profiles
# Additional Operations Positions	District Profiles
# Technicians	District Profiles
# Additional Fleet Maintenance Positions	District Profiles
Total Transportation Positions (= Total above)	District Profiles

Sources and Methodology (continued)

Bus and Facility Summary	Sources
Daily Service Buses on District Inventory	Inventory system data as of April 2005
Spare Buses on District Inventory	Inventory system data as of April 2005
Buses in Daily Service from Automated FEFP Report	Automated FEFP Trans. Survey Average Oct. 2003/Feb. 2004
Percent Fleet Used Primarily for Special Needs Students	District Profiles Worksheet for 2003-04
# Bus Maintenance Facilities	District Profiles
# Bus Compounds	District Profiles
# Fuel Sites	District Profiles
Percent Fleet Compounded	District Profiles

Bus Type	
Type A	Inventory system data as of April 2005
Type B	Inventory system data as of April 2005
Type C	Inventory system data as of April 2005
Type D	Inventory system data as of April 2005
Gas	Inventory system data as of April 2005
Diesel	Inventory system data as of April 2005
Alternate Fuels	Inventory system data as of April 2005
With Lift	Inventory system data as of April 2005
Without Lift	Inventory system data as of April 2005

Expenditure Summary	
Total Function 7800 Expenditures	District Annual Financial Report (AFR) 03-04
Total Function 7800 Expenditures less actual Bus Purchases plus 10% Bus Replacement Factor	AFR 03-04
Expenditures for:	
Purchase of Buses	AFR 03-04
Motor Fuel	AFR 03-04
Vehicles Miles:	
Total Annual Miles	District Profiles Worksheet for 2003-04
Total Annual Field/Activity Trip Miles	District Profiles Worksheet for 2003-04
Total Salaries	AFR 03-04
Total Benefits	AFR 03-04

State Funding	
2003-04 State Allocation	DCFO 05-08, Final 03-04 Trans. Calc.
Estimated Summer School Allocation	July 03 + June 04 Allocation from DCFO 05-08
Average Bus Occupancy	DCFO 05-08, Final 03-04 Trans. Calc.
Annual Allocation per Student	Financial Management Section, Dollars Per Adjusted Student
Annual Supplement per Student with Disabilities	Financial Management Section, Dollars Per Adjusted Student
Percent State Funding	AFR 03-04, DCFO 05-08, Final 03-04 Trans. Calc.
Percent Local Funding	100% - Percent State Funding for 03-04
FPLI Index	DCFO 05-08, Final 03-04 Trans. Calc.

Explanation of Methodology

Percentage Enrollment Transported

Derived by dividing the average number of eligible students transported on the October 2003/February 2004 Automated Florida Education Finance Program (FEFP) Transportation Survey by the Fall 2003 Student Membership reported to the Education Information and Accountability Services Section, Florida Department of Education (DOE).

- State Average: 40.70%
- Mega District Average: 34.74% (districts with 400 or more buses in daily service)
- Urban District Average: 49.02% (200-399 buses)
- Rural District Average: 50.56% (fewer than 199 buses)

Percentage of State Funding

Derived by dividing legislative appropriation by total Function 7800 expenditures (less actual bus purchases, but including bus replacement factor) on Annual Financial Report (AFR) 03-04 (general and special revenue).

- State Average: 53.26%

Operating Expenditures per Student

Derived from total Function 7800 expenditures on AFR 03-04 (general and special revenue) including capital projects expenditures for bus purchases, less total expenditures for purchase of buses from all fund sources. This calculation was divided by total adjusted number of students transported from the final transportation calculation (all 2003-04 transportation surveys).

- State Average: $672.89

Operating Cost per Annual Mile

Derived from total Function 7800 expenditures on AFR 02-03 (general and special revenue) including capital projects expenditures for bus purchases, less total expenditures for purchase of buses from all fund sources. This calculation was divided by the total annual miles reported by school districts on the Transportation Profile Worksheet.

- State Average: $2.52
- Mega District Average: $2.92 (districts with 400 or more buses in daily service)
- Urban District Average: $2.08 (200-399 buses)
- Rural District Average: $ 2.20 (fewer than 199 buses)

Explanation of Methodology (continued)

Total Transportation Expenditures Including Bus Replacement

Derived from total Function 7800 expenditures on AFR 03-04 (general and special revenue) including capital expenditures for bus purchases, less total expenditures for purchase of buses from all fund sources, plus 10% bus replacement factor. Bus replacement factor included due to impact of timelines relating to the process of ordering, manufacturing, and delivering district school buses.

- Statewide Total: $807,906,175.12

TRANSPORTATION PROFILE WORKSHEET (2003-04 DATA) - *District name*: _____

• Physical Demographics

	A. Percent Fleet Used Primarily for Special Needs Students
	B. # Bus Maintenance Facilities
	C. # Fuel Sites
	D. # Bus Compounds
	E. Percent Fleet Compounded
	F. # Magnet Schools
	G. # Designated "Choice Schools"
	H. # Number of Magnet and Choice Schools
	I. # Charter Schools
	J. # ESE Centers
	K. # Teen Parent Centers
	L. # Pre-K Centers
	M. # School Centers Served by Bus

• Personnel

	V. # Positions with Primarily Supervisory Duties (Operations & Fleet Maintenance)
	W. # Positions with Primarily Clerical Duties (Operations & Fleet Maintenance)
	X. # Bus Drivers
	Y. # Substitutes (Permanent and Part-Time)
	Z. # Bus Attendants
	AA. # Additional Operations Positions (Non-Supervisory)
	BB. # Technicians
	CC. # Additional Fleet Maintenance Positions
	DD. Total Transportation Positions (= Total Above)

• School Day Characteristics

	N. 1/2 Day Pre-K or Kindergarten
	O. # Schools with Mandatory 7th period
	P. # Schools with Optional 7th period
	Q. # Schools with Early Release Days
	R. # of Early Release Days
	S. # Year Round Schools
	T. Staggered School Times to Accommodate Buses
	U. Court-ordered Busing for Racial Balance (Court ordered=CO; District Imposed=DI; See instructions)

• Financial Data

	EE. Total Annual Route Miles (not including field and activity trips)
	FF. Total Annual Field and Activity Trips Miles (not including regular route miles)

- All other data provided by DOE

INSTRUCTIONS FOR COMPLETING DISTRICT PROFILE
Note: All data is to be supplied for the 2003-04 school year.

- **Physical Demographics**

A. Please include number of buses used for all categories of Exceptional Student Education (ESE) program students, not just physically disabled.
B. Include any facility at which monthly inspections or greater level maintenance is being performed. Please do not include any site that does not have a garage building.
C. Include garages, schools, or other sites where buses are fueled.
D. Include any garage or other area where buses are stored overnight. (Do not include driver's home.)
E. Percentage of fleet stored at locations in (D) above.
F. Include any school which draws students from outside the required attendance zone and that has one or more programs of special interest that students **elect** to attend and to which they ride the bus, but do not include schools also serving as "Schools of Choice."
G. Include any school designated as a school serving more than one attendance zone or the entire district and which students may attend based on full or controlled parental option, but do **not** include schools also serving as Magnet Schools.
H. Include any **unduplicated school** (not reported in F and G above) that **has both magnet and choice** components.
I. Include any schools operating under new charter school legislation.
J. Include all ESE sites where students are transported primarily from door-to-door and/or on special education buses (at regular school, at special sites, or both).
K. Include all locations to which you transport either teen parents or the children (babies) of teen parents.
L. Include any sites where Pre-K instructional programs are located and Pre-K students are transported by bus.
M. Include all regular schools and any special sites which are classified as "school centers" (i.e., sites that have a Florida School House Inventory number).

- **School Day Characteristics**

N. Does your district transport students home after half-day kindergarten or Pre-K? Answer Yes or No.
O. Number of schools that offer mandatory 7th period.
P. Number of schools that offer transportation for optional 7th period.
Q. Other than Kindergarten or Pre-K, indicate the number of schools with scheduled early release days.
R. How many days during the school year are early release days?
S. How many schools operate on Year Round Education schedules?
T. Does your district stagger school bell times to accommodate transportation efficiency and scheduling? Answer Yes or No.
U. Do you have court-ordered (CO) or district imposed (DI) busing to provide for racial balance? **Answer CO, DI, Unknown, or No**.

INSTRUCTIONS FOR COMPLETING DISTRICT PROFILE (continued)
Note: All data is to be supplied for the 2003-04 school year

- **Personnel**

V - DD. These questions are self-explanatory. Include the number of positions (as described in each category) assigned to transportation and those with primary responsibility in transportation if paid from a separate fund source (e.g., ESE).

- **Financial Data**

EE. Show total annual route miles for 2003-04. This includes all regular routes and any other daily school use, **but <u>does not</u> include field and activity trips, etc.**

FF. Show total annual field and activity trip miles for 2003-04, **<u>not</u> including regular route miles**.

For DOE Use: (EE) plus (FF) equals Total Annual Miles