



Joint Coffee/BO-Talk

Review of BOCES Aid and Transportation Aid: Tips On How to Maximize Each

State Aid and Financial Planning Service
October 2021

Agenda

2

- ❑ Introduction on Expense-Based Aids
- ❑ BOCES Aid
- ❑ Transportation Aid
- ❑ Claim Forms
- ❑ Output Reports



Our Updated SAP Website

3



BOCES STAFF BUSINESS & COMMUNITY PARENTS & STUDENTS SCHOOL DISTRICTS

ABOUT EDUCATION SERVICES LOCATIONS NEWS CALENDAR CAREERS CONTACT OPENING

You may access our tools and other helpful resources here

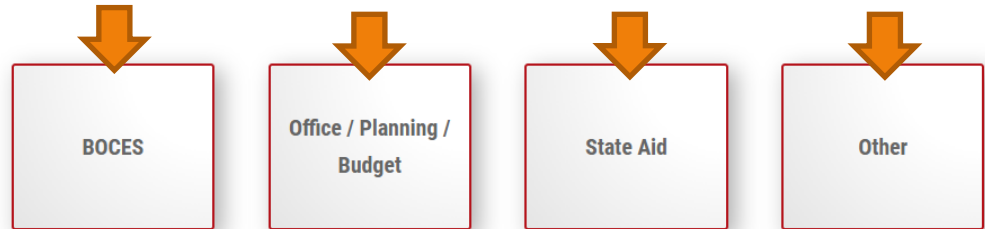
Resources







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@QIIISAP
Save the date for our September BO-Talk scheduled on the 24th



BOCES	
 BOCES Annual Task Tool (BATT)	April 2021
 2020-21 BOCES 10-Year Factor Analysis Table	April 2021
 2021-22 BOCES Component 5-Year Factor Analysis Worksheet	April 2021
 NYSED's Definitions of Unit Cost Methodology for Statewide Uniform Cost Report	-
 BOCES AID 101 – Quick Reference Guide	August 2021
 Reserve Funds Chart for BOCES	August 2021

Our Updated SAP Website (Continued)

4

You may access our website directly using the following web address:
sap.questar.org

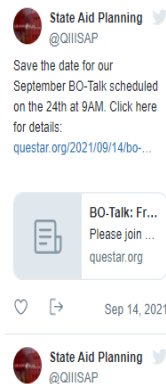
We have added icons to our “webinars” webpage to help you navigate our site.

You can find a copy of today’s presentation by clicking on the “Presentations” Icon

Webinars

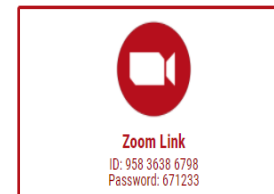
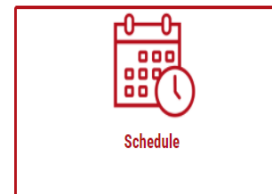
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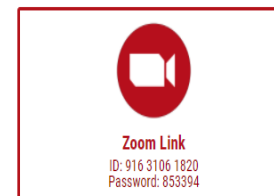
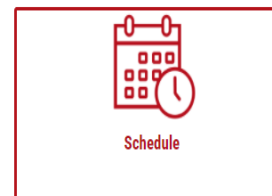
Coffee Talk

Monthly webinars focusing on topics related to school business management functions



BO-Talk

Monthly webinars focusing on a variety of BOCES specific topics.



Knowledge Café

Monthly webinars focusing on topics related to the school business official calendar.

Expense-Based Aids

5

- ❑ Expense-based aids provide reimbursement to school districts for certain costs
- ❑ These aids are paid to districts during the subsequent year of the expense
- ❑ Transportation Aid and BOCES Aid are two of the three largest expense-based aid categories

BOCES Aid Overview

6

- ❑ BOCES Aid is the *3rd largest* expense-based aid category for school districts in NYS
 - 2021-22 BOCES Aid = \$1.09B
 - * Factored into this reimbursement amount are the 20-21 approved Admin/Services Expenditures totaling \$1.45B

E(NO0244) 00 20-21 BOCES APPRVD ADMIN EXPENDITURE	F(NO0252) 00 20-21 BOCES APPRVD SERVICE EXPENDITURE	Total
160,477,909	1,292,047,414	1,452,525,323

- ❑ Districts are aided based on approved expenses multiplied by their *selected* aid ratio
 - *Rent and Capital expenses are reimbursed based on the RWADA aid ratio*

BOCES Aid Ratios

7

RWADA Aid Ratio:

$$1 - \left(\frac{0.51 \times (2018 \text{ Actual Valuation} / 2019-20 \text{ RWADA})}{\$887,700 \text{ (State Avg.)}} \right)$$

Millage Aid Ratio:

$$1 - \left(\frac{0.008}{\text{District Tax Rate}} \right)$$

District Tax Rate = 2020-21 Local Levy / (2018 Actual Valuation)

Selected BOCES Aid Ratio for Admin. and Services Aid is the **highest** of:

- RWADA Aid Ratio
- Millage Ratio
- 36%

RWADA and Millage Ratios for Districts

8

- ❑ Current year RWADA and Millage Aid Ratios can be found under BOC-CMP Output Report

5	RWADA AID RATIO	(1 - (ENT 4 * .510), MAX .950)	0.659
6	LESSER OF RWADA AID RATIO OR .900	(LESSER OF ENT 5 OR .900)	0.659
7	2017-18 TAX LEVY	(16D0(013))	30,043,971
8	COMPUTED TAX RATE (ROUND TO 4 DECIMALS)	(ENT 7 / ENT 1)	0.0201
9	MILLAGE FACTOR	(1 - (.008 / ENT 8), IF CHS AND COMPONENTS (1 - (.003 / ENT 8))	0.602
10	GREATER OF MILLAGE FACTOR OR LIMITED RWADA RATIO	(GREATER OF ENT 9 OR ENT 6)	0.659
11	GREATER OF ENTRY 10 OR .36	(GREATER OF ENT 10 OR .36)	0.659
12	SELECTED BOCES SHARING RATIO FOR ADMIN AND SERVICE AID	(LESSER OF ENT 11 OR .900)	0.659
13	BOCES SHARING RATIO FOR RENT AND CAPITAL AID	(ENT 6)	0.659

BOCES Administrative & Services Aid Formula

9

BOCES Administrative/Services Aid =

$$\left(\begin{array}{c} \textbf{\textit{Approved Aidable Administrative/Services Costs}} \\ \times \\ \textbf{\textit{Selected BOCES Aid Ratio}} \end{array} \right)$$

Selected BOCES Aid Ratio is the higher of:

- RWADA Aid Ratio
- Millage Ratio
- Minimum Aid Ratio at 36%

BOCES Administrative Aid

10

- ❑ Provides reimbursement for base year administrative cost less the following expenses:
 - Excess Salaries - sum of all administrative salaries in excess of \$30,000
 - Miscellaneous Revenue (if any)
 - Prior Year Refunds
 - BOCES Unapproved Expenditures (the portion of any service that is not aidable)
- ❑ Costs are allocated among component districts based on one of the following methods:
 - Full Value
 - Resident Weighted Average Daily Attendance (RWADA)
 - Public School Enrollment

BOCES Services Aid

11

- ❑ Provides reimbursement for base year service expenses
 - Services are aidable only to the extent they are approved for aid by NYSED
- ❑ Costs are allocated among components and participating districts based upon *participation*
- ❑ Deductions
 - Excess Salaries (aidable up to \$30,000)
 - Miscellaneous Revenue
 - Unapproved Services
 - Services purchased with non-general fund sources

BOCES Services Aid

12

- ❑ Eligible Services include, but are not limited to:
 - Career and Technical Education
 - General Education Itinerant Teacher Services
 - Instructional support
 - *Curriculum development*
 - *Staff development*
 - *Technology services*
 - Other Support Services
 - *Business Office Support*
 - *Health and Safety*
 - *Cross Contracts w/Other BOCES*
 - *Community Schools Services provided to districts*

BOCES Services Aid

13

❑ The following services/expenses are not eligible for BOCES Aid:

- Special education services (Public High-Cost Aid)
- Transportation related services (Transportation Aid)
- English as a Second Language
- Employment Preparation Education (EPE Aid)
- Certain 3rd party contracts
- Cooperative maintenance or municipal services
- Items that become school district property (i.e.: print materials, textbooks)

BOCES Facilities Aid

14

- ❑ Provides reimbursement for current year approved expenditures for:
 - Facility construction, purchase, lease/rent of space, approved debt service payments on debt instruments, expenditures from budgetary appropriations
- ❑ Costs are allocated among component districts based on one of the following methods:
 - Full Value
 - Resident Weighted Average Daily Attendance (RWADA)
 - Public School Enrollment

BOCES Facilities Aid Formula

15

BOCES Facilities Aid =

$$\left(\begin{array}{c} \textit{Approved Aidable Facilities Expenses} \\ \times \\ \textit{RWADA Aid Ratio} \end{array} \right)$$

- Current year aid is calculated based on current year expense
- No minimum aid ratio
 - * ***Districts with an RWADA aid ratio of zero will not receive Facilities Aid***

BOCES Aid Claim Process

16

- ❑ BOCES submit aid claims on behalf of component districts
 - Claims are submitted within BOCES SAMS
 - BOCES reports actual expenses for prior year and estimated expenses for current year
 - Initial submission is due by **October 1st**
 - Revisions must be submitted by **October 15th** to be included within the state aid runs to be provided under the Governor's Executive Budget in January
 - Revisions are due by mid-January for changes to be reflected within the aid runs to be provided under the Enacted Budget in April

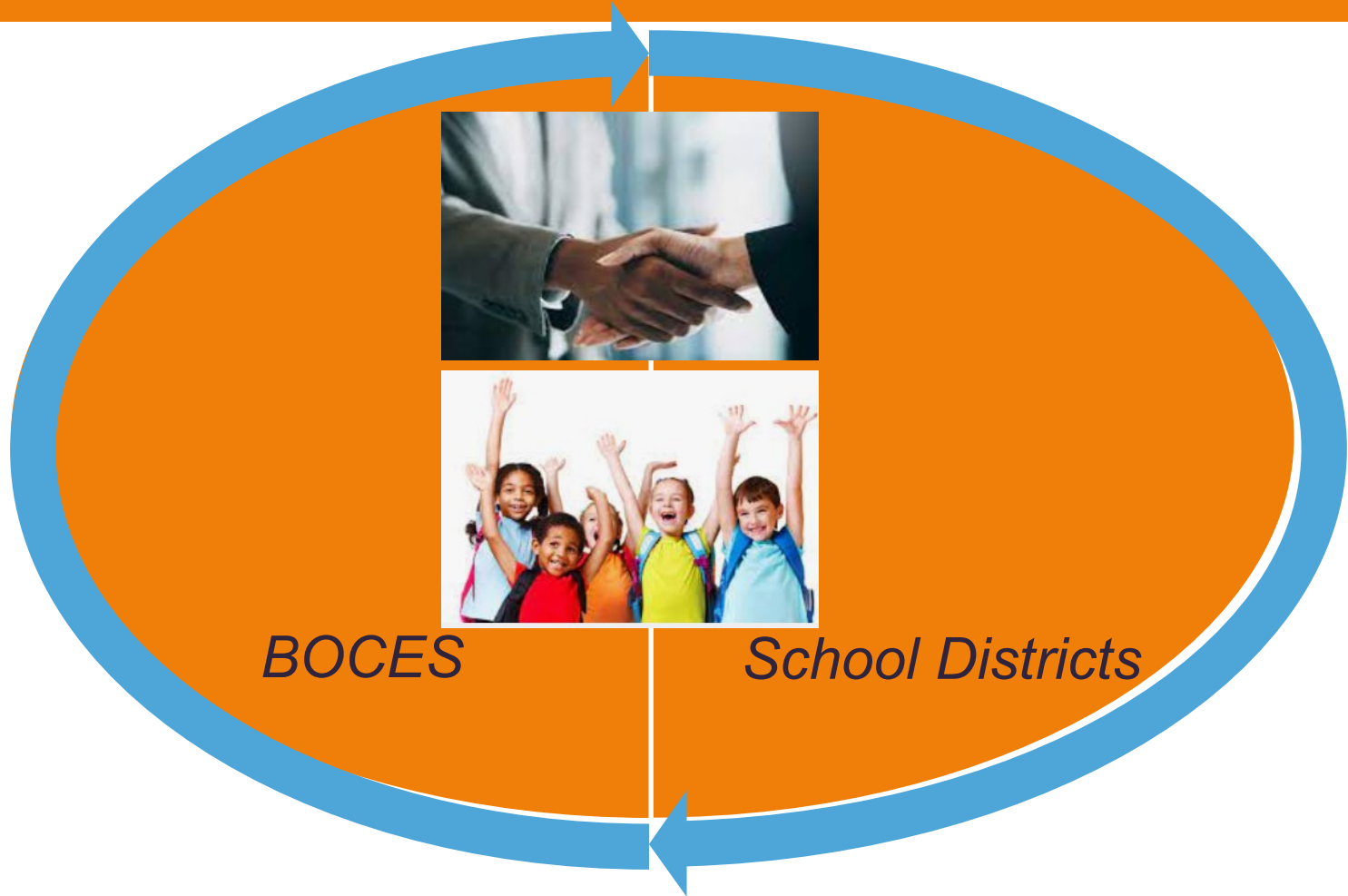
BOCES Aid Payment Schedule

17

- ❑ BOCES Aid is calculated for all districts and paid directly to the BOCES on behalf of districts
- ❑ BOCES distributes aid to component districts
- ❑ BOCES aid payments in February and June calculated based on the lesser of projections or actual claims
 - * *Be certain up to date information is provided to BOCES so they can submit accurate data as data impacts cashflow*
- ❑ Payment Schedule:
 - February 1st - 25%
 - June 1st - 30%
 - September 1st - 45% or balance due
 - Line #117 of BOC-CMP output report for February and June payment
 - September balance can be found on line #118 of BOC-CMP

Connection Between BOCES and School Districts

18



Connection Between BOCES and School Districts (Continued)

19

- ❑ Provides various educational programs and services to districts through shared services
- ❑ BOCES leverage strength of multiple school districts to provide efficient and cost-effective shared services and educational programs
- ❑ Districts receive aid as an incentive for collaboration

Federal Funding & Impact on BOCES Aid

20

- ❑ BOCES services funded w/federal dollars will not be included within the approved expenditures for BOCES Aid
- ❑ These funds would act as a deduct against a district's BOCES Aidable Expense
 - Revenues such as federal grants would fall under the "Other Miscellaneous Deduction"
- ❑ Districts must supply this information to BOCES to make them aware

Methods to Reduce Excess Salaries Deduct

21

- ❑ Review revenues under services w/Excess Salaries to see if any of these salaries may be attributed to “non-aidable” customers
- ❑ Prorate Excess Salaries to “unaidable services” for both Special Education and Federal Funds
- ❑ Prorate Excess Salaries to the 700 COSERs (including Unaidable Services such as Special Ed., Adult Ed., Federal Programs, etc.).

Strategic Planning for BOCES & Districts

22

- ❑ Think about long term purchases w/BOCES
 - i.e., equipment purchases
- ❑ Work together to discuss the impact on purchases for BOCES services once the federal stimulus grants go away
 - Will purchases for BOCES services increase/decrease?



Transportation Aid Overview

23

- ❑ Transportation Aid is the *2nd largest* expense-based aid category for districts

- 2021-22 Transportation Aid = \$2.09b

- * Based on reimbursement for 20-21 Non-Capital Expenditures of \$3.3b and 20-21 Capital Expenditures of \$165m

H(FA0065) 00 2021-22 SUMMER TRANSPORTATION AID	I(FA0069) 00 2021-22 TRANSPORTATION AID W/O SUMMER	Total
4,999,942	2,082,753,393	2,087,753,335

- ❑ Districts are aided based on *approved* transportation expenses multiplied by their *selected* aid ratio

Transportation Aid Formula

24

$$\text{Transportation Aid} = \left(\frac{\text{Approved Transportation Expenditures}}{\text{Selected Aid Ratio}} \right)$$

Selected Transportation Aid Ratio = the higher of:

- RWADA Aid Ratio
- Selected State Sharing Ratio
- EWR Ratio

Transportation Aid

25

❑ Governed by §3635 of NYS Ed. Law

§ 3635. Transportation. 1. a. Sufficient transportation facilities (including the operation and maintenance of motor vehicles) shall be provided by the school district for all the children residing within the school district to and from the school they legally attend, who are in need of such transportation because of the remoteness of the school to the child or for the promotion of the best interest of such children.

❑ Provides reimbursement for eligible transportation expenditures incurred by districts to transport students to and from school

- This includes bus purchase expenditures and operating expenditures

Aidable vs. Non-Aidable Transportation Expenses

26

Pupil Transportation
State Aid ▼
Transportation Aid Ratios
▶ Aidable/Non-Aidable Transportation Expenses

Guide to Aidable/Non-Aidable Transportation Expenses

This document contains an up-to-date listing of aidable and non-aidable transportation expenses, as well as detailed information about transportation expenses that require prior written SED approval in order to be aidable. The lists will be updated quarterly, if new information becomes available. These lists are provided to assist districts in completing schedules G, H and I on SAMS. These lists are guidelines and this is an evolving document. If you have questions or concerns about items appearing on these lists, or not appearing, please contact the Pupil Transportation Unit. Questions regarding the aidable/non-aidable status of transportation expenses included or not included on these lists should be submitted in writing to:

State Education Department
Educational Management Svcs.
Pupil Transportation Unit
Room 1075 Education Building Annex
Albany, New York 12234

transportation@nysed.gov

Please Note:

- Equipment purchased for or installed on contracted buses is a non-aidable expense.
- For information related to purchase of buses, transportation contracts, salaries and retirement benefits eligible for aid, refer to the appropriate section in the Transportation Aid Guide.
- The information is divided into three sections. Section I contains a list of expenses which are aidable, as well as exceptions to aidability of certain items. Footnotes provide or refer you to more detailed information. Section II contains a list of expenses that are never transportation aidable. Section III contains important additional information regarding transportation expenses, which are only aidable if written approval is received from the State Education Department's Pupil Transportation Unit.

[Section I: Transportation Aidable Expense Items \(Exceptions Noted\)](#)

[Section II: Non-Aidable Transportation Expense Items](#)

[Section III: Expenses Requiring SED Approvals](#)

SECTION I: Transportation Aidable Expense Items: (Exceptions Noted)

<http://www.nysed.gov/pupil-transportation/guide-aidablenon-aidable-transportation-expenses>

Transportation Aid

27

- ❑ Districts submit transportation claims and expenditures to NYSED via SAMS claim Form FT and ST-3
- ❑ Aid payments are made to districts according to the General Aid payment schedule
- ❑ Districts must adhere to mileage law/rules
- ❑ Deducts are factored in to determine the “approved transportation expenditure”
 - Non-Allowable Pupil Decimal (NAPD)
 - Other Purpose Mileage Deduct
 - Additional/other deducts



Claim Form FT

28

Form FT - Transportation Data 2021-22 Claim Year

2019-20 School Year
SED File (Prior)

2020-21 School Year
EDP Form #10 (Actual)

2021-22 School Year
EDP Form #38
(Projected)

Part X. Transportation Expenditures

110a. Nonallowable Pupil Decimal	0.0116 (from SED or NPD worksheets)		
110b. Enter the Date of the First Day of School that students attended (in MM/DD/YYYY format) Note school year above each column	09/09/2020	09/08/2021	
111. District Owned Bus Mileage - Regular Routes	598,203	610,071	610,000
112. District Owned Bus Mileage - For Buses Leased or Contracted to Others for Transportation (Not Education Law 1709(25)(h))	129	0	800
113. District Owned Bus Mileage - For Buses Leased or Contracted to Others for Non-Resident Preschool or DFY (Education Law 1709(25)(h))			
114. District Owned Bus Mileage - 4408 Summer	17,281	6,158	19,368
115a. District Owned Bus Mileage - Other Purposes (Excluding Regular District Operated Summer School)	29,833	9,425	34,000
115b. District Owned Bus Mileage - Regular District Operated Summer School (Excluding 4408 and BOCES Operated)			
116a. Does your district use computerized routing software for either district owned transportation or contracted pupil transportation?	Yes		
116b. If yes to entry 116a above, enter the vendor name and the software program name in the fields below.			
Vendor Name:	TRANSFINDER		
Software Program Name:	TRANSFINDER PRO		
117. Employee Benefits for Transportation Employees (Not Supervisor's Office)	1,054,595	1,050,971	1,060,000
118. Employee Benefits - Transportation Supervisor's Office	61,733	63,557	64,000
119. Special Act or Less Than 8 Teacher Districts Only: Enter a "1" if Claiming Transportation Aid			
120. Unapproved District Operated Transportation Computerized Routing			
121. Not Used			
122. Total Unapproved Transportation Contract Expenses (Schedule J) (SED Use)	0	0	
123a. Expenditures in Excess of Approved Transportation Contracts (SED Use)			
123b. Expenditure Deduction for Transportation Contracts Not Bid (SED Use)			
124a. Expenditure Deduction for Transportation Contracts Filed Late (SED Use)			
124b. Expenditure Deduction for Transportation Contracts with Agreement Date After Start of Service (SED Use)			
125a. Purchase of Computerized Bus Routing System (Contract Transportation Only)			
125b. Computerized Bus Routing Annual Program Licensing or Service Maintenance Fees (Contract Transportation Only)			
126. Unapproved Contract Transportation Computerized Routing (Contract Transportation Only)			
127. Number of Students Transported on District Operated Buses	2,884	2,634	
128. Number of Students Transported on Contract Buses			
129. Number of Students Transported on Public Service Carriers			
130. Number of Nonpublic Students Transported	240	232	
131. Expenditures for Nonpublic Transportation Services	308,503	408,291	
132. Expenditures of District Shuttle for Academic Programs			
133. Transportation Expenditures for Academic Field Trips			
134. Was your district involved in any arrangement(s) with other district(s) for sharing transportation services, personnel, facilities and/or equipment in the 2020-21 school year? (Do not include non-transportation related shared services)	No		
If you answered "Yes" to line 134, please answer the following questions. You must complete Schedule I lines 12 and 12a to receive aid on expenditures for Shared Services. You must report Shared Services revenue in the ST-3 General Fund Schedule A3 account code A2304 in the appropriate line(s) 30a - 30j.			
134a. Please select the appropriate sharing arrangement category. If Other is selected please provide a brief explanation in the Additional Comments box below line 134e.			

Transportation ST-3 Account Codes

29

Schedule A4c - General Fund Expenditures by Function and Object of Expense 327-463

ST3 - Annual Financial Report

2019-20 School Year
from SED File

2020-21 School Year
(Actual) DP #49

2021-22 School Year
(Projected) DP #49

PUPIL TRANSPORTATION

District Transportation Services

327. Instructional Salaries (Trans Supervisor Office)	A5510.15			
328. Noninstructional Salaries (Excl Trans Supv Office)	A5510.16	2,138,918	2,230,838	2,464,872
329. Noninstructional Salaries (Trans Supervisor Office)	A5510.16	168,993	178,619	171,020
330. Equipment	A5510.2			
331. Purchase of Buses	A5510.21			
332. Contractual and Other	A5510.4	153,478	144,885	153,564
333. Materials and Supplies	A5510.45	340,873	315,593	494,000
334. BOCES Bus Driver Training Services	A5510.49			
335. BOCES Bus Maintenance Services	A5510.49			
336. Total District Transportation Services	A5510.0	2,802,262	2,869,935	3,283,456

Garage Building

337. Noninstructional Salaries	A5530.16	7,523	9,629	9,799
338. Equipment	A5530.2			
339. Contractual and Other	A5530.4	66,631	135,456	75,957
340. Materials and Supplies	A5530.45	4,285	3,148	3,000
341. Total Garage Building	A5530.0	78,439	148,233	88,756
342. Contract Transportation	A5540.4	0		
343. Public Transportation	A5550.4			
344. Transportation from BOCES	A5581.49			
345. TOTAL PUPIL TRANSPORTATION	AT5599.0	2,880,701	3,018,168	3,372,212

General Aid Payment Schedule

30

- ❑ Transportation Aid is paid under the General Aid Payment Schedule
- ❑ Displayed to the right is the “End of Year Payment Summary” which shows General Aid Payments from prior years for districts

SUMMARY OF 2020-21 GENERAL AID PAYMENTS		
→ TOT GEN AID CASH PAY (A3101)		\$8,385,249.74
→ GENERAL AID ADVANCES (A3101)		\$.00
→ LOTTERY AID (A3102)		\$1,462,045.07
→ LOTTERY AID ADVANCES (A3102)		\$.00
→ LOTTERY VLT (A3102)		\$544,744.17
→ COMMERCIAL GAMING (A3102)		\$89,119.70
→ TOTAL NONCASH (A3101)		\$703,966.32

GENERAL AID PAID THRU 6/30/21		\$11,185,125.00
ESTIMATED SEPT 1, 2021 TOTAL		
GENERAL AID AS OF 6/01/21:		\$12,145,914.00

Transportation Mileage Law

31



❑ Transportation law/rules

- Pupils in grades K-8 that live more than two miles away from school of attendance
- 9-12 grade pupils that live more than three miles away from school of attendance
- Overall mileage limit from home to school is up to 15 miles for general education students and up to 50 miles for SWD (unless specified within IEP)
- Districts are required to provide transportation based on mileage limitations previously adopted by voters
- “Deadhead Miles” are not aidable

❑ Aidable Mileage

- Students which live more than 1.5 miles away from school generate aid

Non-Allowable Pupil Decimal

32

- ❑ Non-Allowable Pupils are K-12 students that live within 1.5 miles of the school of attendance
 - Allowable pupils are those that live more than 1.5 miles away from the school of attendance
- ❑ Governed by §156.7 of the Commissioner's Regulations
- ❑ Updated NAPD is required every three years or sooner if changes occur which impact district transportation policies, mileage, bus routes, etc.
 - Based actual count of students transported on a selected day of session during one of the spring months (March/April/May)
 - https://stateaid.nysed.gov/trans/napd_info.htm


Non-Allowable Pupil Decimal (Continued)

33

- ❑ The NAPD is applied against approved aidable capital and non-capital transportation expenditures as a deduct
- ❑ The lower the decimal/percentage the lower the deduction against aidable transportation expenditures
- ❑ Increasing the number of allowable students to each bus route will decrease the Non-Allowable Pupil miles which ultimately reduces the overall decimal

Non-Allowable Pupil Decimal Sample Calculation

34

	<u>Scenario A</u>		<u>Scenario B</u>
Number of students on route	60		60
Number of allowable students	0		1
Length of bus route	5 Miles		5 Miles
Nonallowable Pupil Miles (NAPM):	60 x 5 = 300		59 x 1.5 = 88.5
If the afternoon route is the same, daily total:	300 x 2 = 600 NAPM		88.5 x 2 = 177 NAPM

$$\text{NAPD} = \frac{\text{Total NAPM}}{\text{Total Pupil Miles (APM + NAPM)}}$$

Other Purpose Mileage

35

- ❑ Other purpose mileage deduction applied to aidable transportation expenses
 - Other purpose mileage includes:
 - ❖ Noon trips home for lunch
 - ❖ Field & athletic trips
 - ❖ Transporting regular ed summer school pupils to an out-of-district program
 - ❖ Mileage related to staff or administrative use of vehicles
 - * Goal is to minimize any trips which fall under the categories listed here

Other Purpose Mileage (Continued)

36

- ❑ The Other Purpose Mileage deduct is applied against approved aidable capital expenses and district operating expenses
- ❑ Late trips are *not* considered “Other Purpose Mileage”
- ❑ Miles for general education summer school programs are not aided (exception for district operated programs)

Other Deductions Against Transportation Aid

37

- ❑ Revenue from the sale of transportation equipment
- ❑ Insurance recoveries
- ❑ Regular summer school expenditures (non-district operated)



Form FT: NAPD & Other Purpose Mileage Data

38

Form FT - Transportation Data 2021-22 Claim Year

2019-20 School Year
SED File (Prior)

2020-21 School Year
EDP Form #10
(Actual)

2021-22 School Year
EDP Form #38
(Projected)

Part X. Transportation Expenditures

110a. Nonallowable Pupil Decimal		0.0116 (from SED or NPD worksheets)	
110b. Enter the Date of the First Day of School that students attended (in MM/DD/YYYY format) Note school year above each column		09/09/2020	09/08/2021
111. District Owned Bus Mileage - Regular Routes	598,203	610,071	610,000
112. District Owned Bus Mileage - For Buses Leased or Contracted to Others for Transportation (Not Education Law 1709(25)(h))	129	0	800
113. District Owned Bus Mileage - For Buses Leased or Contracted to Others for Non-Resident Preschool or DFY (Education Law 1709(25)(h))			
114. District Owned Bus Mileage - 4408 Summer	17,281	6,158	19,368
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Transportation Aid Output Report & Aid Deducts

39

TRANSPORTATION FORMULA AID OUTPUT REPORT (TRA)

[Glossary](#)

ENTRIES 1 - 8 ARE USED TO CALCULATE THE
DEDUCTIONS FOR OTHER PURPOSE, BUSES LEASED TO
OTHERS AND NONRESIDENT TRANSPORTATION

RATIOS FOR COMPUTING NONAIDABLE EXPENDITURES

ANNUAL MILEAGE:

1	FOR REGULARLY SCHEDULED ROUTES (INCLUDING LATE TRIPS FROM SCHOOL TO HOME AND TO AND FROM BOCES PROGRAMS)	(FORM FT ENT 111)	598,203
2	FOR SERVICES CONTRACTED TO OTHERS, PURSUANT TO SECTION 1709(25)(H), ED LAW	(FORM FT ENT 113)	
3	FOR BUSES LEASED TO OTHERS FOR TRANSPORTATION OTHER THAN SEC 1709(25)(H)	(FORM FT ENT 112)	129
4	TO TRANSPORT 4408 SUMMER PUPILS	(FORM FT ENT 114)	17,281
5	ANNUAL MILEAGE FOR OTHER PURPOSES EXCLUDING SUMMER SCHOOL	(FORM FT ENT 115A)	29,833
6	ANNUAL MILEAGE FOR DISTRICT OPERATED SUMMER SCHOOL PROGRAM (EXCLUDING 4408 AND BOCES SUMMER SCHOOL)	(FORM FT ENT 115B)	
7	ANNUAL MILEAGE FOR OTHER PURPOSES INCLUDING SUMMER SCHOOL	(ENT 5 + ENT 6)	29,833
8	TOTAL ANNUAL MILEAGE - ALL PURPOSES EXCLUDING MILEAGE 4408 SUMMER PUPILS	(ENT 1 + ENT 2 + ENT 3 + ENT 7)	628,165
9	RATIO OTHER PURPOSES MILEAGE TO TOTAL INCLUDING SUMMER SCHOOL (ENTRY 9 IS USED IN ENTRY 89)	(ENT 7 / ENT 8)	0.0474
10	RATIO OTHER PURPOSES MILEAGE TO TOTAL EXCLUDING SUMMER SCHOOL	(ENT 5 / ENT 8)	0.0474
11	RATIO MILEAGE FOR BUSES LEASED TO OTHERS TO TOTAL (ENTRY 11 IS USED IN ENTRY 100)	(ENT 3 / ENT 8)	0.0002
12	NON-ALLOWABLE PUPIL DECIMAL	(IF FORM FT ENT 110A > 0, USE FORM FT ENT 110A, ELSE USE	0.0116

Bus Purchases/Leases

40

- ❑ Complete SAMS Form BP (Bus Purchase Approval Form) for any bus purchases
- ❑ Forms for Bus Leases are submitted to SED's Ed. Management Transportation Office

http://www.p12.nysed.gov/schoolbus/documents/DistrictBus_Lease_checklist_2018-PO.pdf

- ❑ If planning to buy/lease buses in 21-22, report on lines 164-165 of form FT
 - Used for 2022-23 Governor's Executive Budget released in January and for Capital Exclusion Calculation

Bus Contracts

41

- ❑ Contacts over \$20k must be competitively bid to be aided
- ❑ Superintendent must sign and date contracts on or before the date service begins
- ❑ File all pupil transportation contracts with NYSED within 120 days of the start of services for:
 - New contracts, summer contracts, contract extensions, summer contract extensions, emergency contracts and parent contracts

Methods to Address Bus Driver Shortage

42

- ❑ Signing and retention bonuses for new bus drivers
- ❑ Parent Contracts
- ❑ Adjustments to mileage limitations through district referendum



Next Coffee Talk/BO-Talk



43

Coffee Talk: Wednesday,
November 10th at 9:00 am

Topics : Review of Building Aid
and Overview of the School
Budget Process

BO-Talk: Friday, November 19th
at 9:00 am

Topics : Developing BOCES
Administrative Budget



Questions?

44



Contact Information

45

Questar III

State Aid & Financial Planning Service

10 Empire State Boulevard

Castleton, NY 12033

(518) 477-2635, Option 1

sap.questar.org

@qiiisap