



TRANSPORTATION CLAIM

Dallas Pieper, Freeport School District

Planning and Doing

- Review what is needed
 - Familiarize yourself with what they are asking
- Work on data collection all year
- Organize information- for yourself and auditor

PUPIL HEAD COUNT

FY 2017 : School Year 2015-2016

Claim Status: draft - NOT submitted to ISBE - [Revision# Last Modified on:]

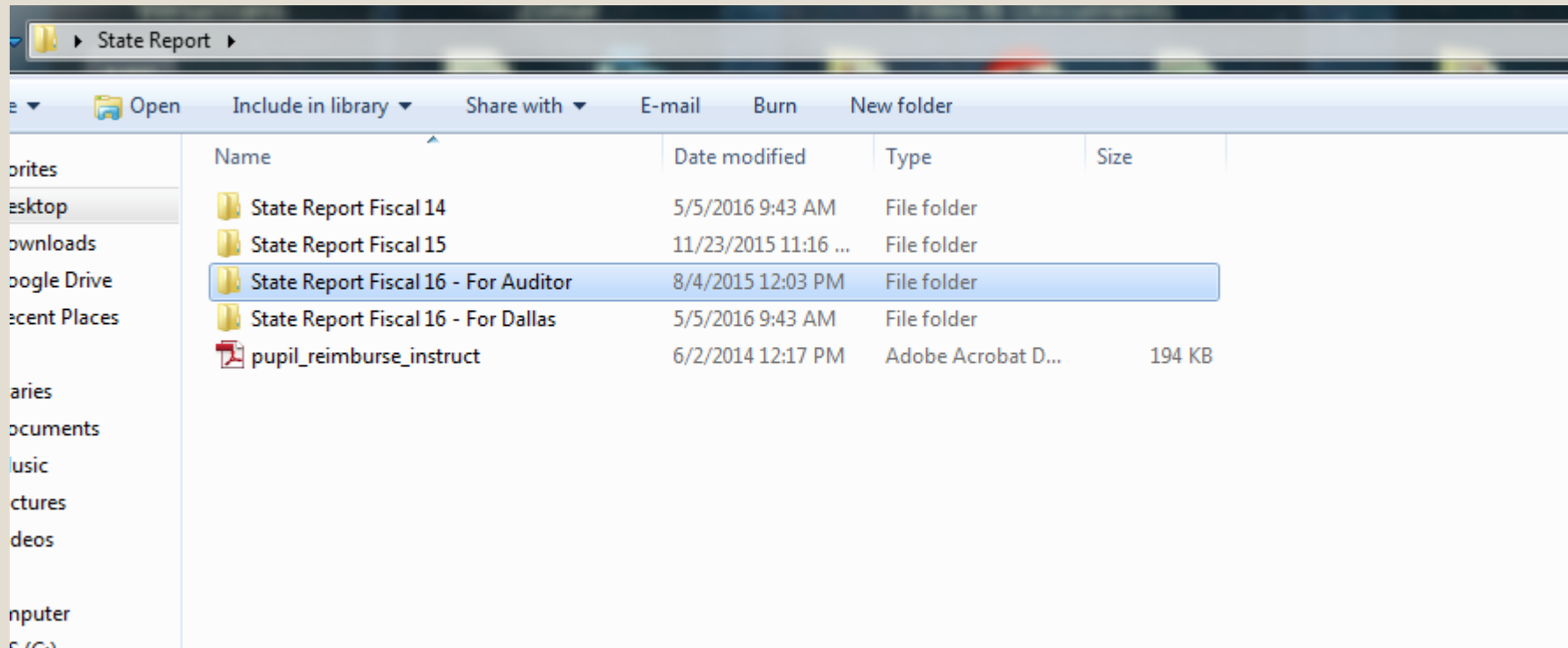
ATTENTION: *The Resident Pupils Transported Work Sheet or a similar district-designed database containing the same information must be completed BEFORE Lines 1, 2, 3, and 5 are entered. The Regular Pupil Transportation Reimbursable Field Trips Worksheet must be completed BEFORE Line 4 is entered.*

NEW! [Click here for the Resident Pupils Transported Worksheet and the Regular Pupil Transportation Reimbursable Field Trips Worksheet.](#)





Regular Education Pupil Transportation (Regular School Term ONLY)

	Current Year Entry	Last Year View
1 Number of Public School K - 12 Regular Education Pupils Enrolled to be Transported on a Regular Route		
1a residing 1.5 miles or more from school	0	1361
1b residing less than 1.5 miles from school <i>WITHOUT</i> an approved serious safety hazard	0	0
1c residing less than 1.5 miles from school <i>WITH</i> an approved serious safety hazard	0	678
1d total number of public school k - 12 regular education pupils on a regular route	0	2039
2 Number of Non-public School K - 12 Regular Education Pupils Enrolled to be Transported on a Regular Route		
2a residing 1.5 miles or more from school	0	77
2b residing less than 1.5 miles from school <i>WITHOUT</i> an approved serious safety hazard	0	0
2c residing less than 1.5 miles from school <i>WITH</i> an approved serious safety hazard	0	0
2d total number of non-public school k - 12 regular education pupils on a regular route	0	77







Transportation Claim



Organize Your data

Name	Date modified	Type	Size
 Field Trips	8/4/2015 12:03 PM	File folder	
 Financial	8/4/2015 12:03 PM	File folder	
 Routes	8/4/2015 12:03 PM	File folder	
 Student Data	8/10/2015 12:45 PM	File folder	

Organize your data

Name	Date modified	Type	Size
 Freeport Students 14-15 State Report	7/20/2015 10:25 AM	Microsoft Excel W...	100 KB
 ISBE 1a-1d and 5a-5d	8/4/2015 11:09 AM	Microsoft Excel W...	254 KB
 ISBE 2a-d	8/4/2015 10:32 AM	Microsoft Excel W...	17 KB
 ISBE 3a-f	8/4/2015 10:42 AM	Microsoft Excel W...	18 KB
 ISBE 8	8/4/2015 11:04 AM	Microsoft Excel W...	24 KB
 ISBE-Transported Pupil WS	8/10/2015 11:57 AM	Microsoft Excel W...	136 KB

Preschool

	A	B	C	D	E	F	G	H	I
1		Grade	Pickup Route	Dropoff Route					
2		PA	16	BLK-HOME					
3		PA	16	BLK-HOME					
4		PA	16	BLK-HOME					
5		PA	16	BLK-HOME					
6		PA	16	BLK-HOME					
7		PA	16	BLK-HOME					
8		PA	16	BLK-HOME					
9		PA	16	BLK-HOME					
10		PA	16	BLK-HOME					
11		PA	16	BLK-HOME					
12		PA	16	BLK-HOME					
13		PA	16	BLK-HOME					
14		PA	16	BLK-HOME					
15		PA	28	EMP-IN2					
16		PA	28	EMP-IN2					
17		PA	28	EMP-IN2					
18		PA	28	EMP-IN2					
19		PA	28	EMP-IN2					
20		PA	28	EMP-IN2					
21		PA	28	EMP-IN2					
22		PA	28	LD-HOME					
23		PA	28	LD-HOME					
24		PA	28	LD-HOME					
25		PA	28	LD-HOME					
26		PA	28	LD-HOME					
27		PA	28	LD-HOME					
28		PA	28	LD-HOME					

Raw Data | **PK Exclusive Routes** | AM Regular Route PK | PM Regular Route PK | (+)

Routes

Bus Number	Route Description	Total Route Mileage
1	IMM/JFMS/CTR/LD;SNYDER, G	46.36
1	FHS/FMS/CSMS; SNYDER, G.	29.71
1	FHS/FMS/CSMS; SNYDER, G	32.05
1	LD; SNYDER, GEORGE	33.01
2	BAND SHUTTLE; MERCHANT, D	5.32
3	JFMS/BLK/TP; CAMERER, C.	34.09
3	FHS/FMS/CSMS; CAMERER, C.	23.95
3	FHS/FMS/CSMS; CAMERER, C	23.29
3	TP; CAMERER, CHRIS	22.81
4	BLK/EMP; ZIMMERMAN, TIM	11.79
4	FHS/FMS; ZIMMERMAN, TIM	6.58
4	FHS/FMS; ZIMMERMAN, TIM	9.35
4	BLK/EMP; ZIMMERMAN, TIM	7.4
6	CTR/EMP; WAGENS, BOB	17.81
6	FHS/FMS/CSMS; WAGENS, BOB	11.09
6	FHS/FMS/CSMS; WAGENS, BOB	15.82
6	CTR/EMP; WAGENS, BOB	14.82
6	10:45-12:48 SHUTTLE (BOB)	15.36
7	EMP; JUNGEN, STEVE	11.6
7	EMP; JUNGEN, STEVE	18.02
9	FHS/FMS/CSMS; SANCHEZ, P.	11.41
9	FHS/FMS/CSMS; SANCHEZ, P.	15.46
9	CTR/LD; SANCHEZ, PATRICK	24.85

28	JFMS; SCH	3.98
33	JFMS/BLK,	18.04
33	GLASGOW	14.97
33	FHS; GLAS	26.05
33	BLK/LD; GI	19.31
33	GLASGOW	19.44
35	CTR/TP; BI	22.97
35	FHS/CSMS	11.55
35	BBB/FHS/	16.57
35	CTR/TP; BI	20.22
T 2	NORTHWE	47.6
T 2	TREY EMP	5.12
T 2	NORTHWE	50.13
T 3	DOLAN PM	37.76
T 3	EASTER SE	50.94
T 3	SPEECH-M	4.08
T 3	SPEECH M	3.87
T1	ROLLING C	45.78
T1	ROLLING C	53.8
T4	PAIGE-EM	14.19
T4	SPEECH-F	6.27
		679.37
		118146

2	EMP; MERCHANT	19.3
2	CTR (MERCHANT	21.52
10	MCLAIN, K (TP T	28.67
11	BUSH, RONNIE (26.07
16	BLK; HOOPER, V	11.8
16	CTR; HOOPER, V	13.2
17	WIDMER, D (Em	22.01
28	EMP, LD (SCHUL	25.22
28	AQUIN/CTR/LD;	9.92
31	GROVES, R. (Ctr	22.62
31	GROVES, R (CTR	14.42
36	TP (SCHRECK, AI	12.01
36	SCHRECK, ANGI	10.44
23	MCSHANE, M (T	20.63
20	ABRAHAM, DIAI	15.72
4	ZIMMERMAN, T	30.4
3	C. CAMERER (CT	19.15
		323.1
		50065
		50

ISBE Worksheets

PTCRS Help - Internet Explorer
http://webprod1.isbe.net/PTCRS/Downloads/Downloads.htm

Illinois State Board of Education
Pupil Transportation Claim & Reimbursement System
Worksheets

Please click on a document to download.

	Size	Estimated Time to Download*
For use BEFORE entering totals on the Pupil Head Count webpage:		
Resident Pupils Transported Worksheet - .XLSX	13 KB	1 Minute
For instructions Click Here		
Reimbursable Field Trips Worksheet - .PDF	202 KB	1 Minute
For criteria and instructions Click Here		
For use BEFORE entering totals on the Mileage webpage and Expenditures & Deductions webpage:		
Pupil Transportation Mileage & Cost Allocation Worksheet - .XLSX	37 KB	1 Minute
For instructions Click Here		

The worksheets will be downloaded and opened in your browser for you to save on your computer.

You will need Adobe Acrobat Reader for .PDF worksheets (Get your free Acrobat Reader [here](#)) and/or Microsoft Excel 7.0/97 for .XLSX worksheets

For more information click [Transportation in School Districts](#).

* Download times are estimated for a 28.8 kbps modem.

[Close this Window](#)

Illinois State Board of Education
Pupil Transportation Claim & Reimbursement System

Pupil Transportation Mileage & Cost Allocation Worksheet
Sheet #5 : Final Proration for Mileage and Expenditures

School Year: 0
 District Name:
 RCDT Code:

FINAL PUPIL TRANSPORTATION MILEAGE & COST ALLOCATION SUMMARY

		Regular	Vocational Ed.	Special Ed.	Non-Reimb.	Total
Mileage						
	Route Miles	0	0	0	0	0
	Field Trip Miles	0	0	0	0	0
Total Miles		0	0	0	0	0
Mileage Proration		0.00%	0.00%	0.00%	0.00%	0.00%

District Expenditures (\$)

14a	Salaries	\$0	\$0	\$0	\$0	\$0
14b	Employee Benefits	\$0	\$0	\$0	\$0	\$0
14c	Purchased Services	\$0	\$0	\$0	\$0	\$0
14d	Contractual Transportation	\$0	\$0	\$0	\$0	\$0
14e	Pmts Public Transit Carriers	\$0	\$0	\$0	\$0	\$0

Pupil Transportation Mileage & Cost Allocation Worksheet

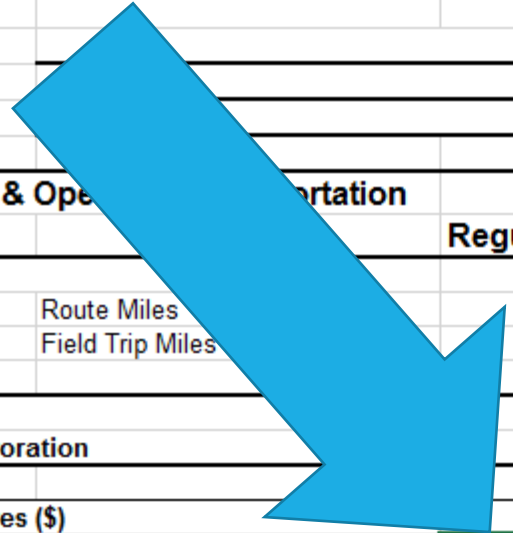
Sheet #1 : District Owned & Operated Transportation

School Year:

District Name:

RCDT Code:

District Owned & Operated Transportation		Regular	Vocational Ed.	Special Ed.	Non-Reimb.	Total
Mileage						
	Route Miles	10,000	500	5,000	2,000	17,500
	Field Trip Miles	56	45	100	10,000	10,201
District Total Miles		10,056	545	5,100	12,000	27,701
District Mileage Proration		36.30%	1.97%	18.41%	43.32%	100.00%
District Expenditures (\$)						
14a	Salaries	\$0	\$0	\$0	\$0	\$0
14b	Employee Benefits	\$0	\$0	\$0	\$0	\$0
14c	Purchased Services	\$0	\$0	\$0	\$0	\$0
14g	Supplies	\$0	\$0	\$0	\$0	\$0
14h	Other	\$0	\$0	\$0	\$0	\$0
	Sub Total	\$0	\$0	\$0	\$0	\$0



What to claim (and what not to)and where

- Vehicles

Depreciation Schedule- Anything over \$2,500 and a useful life of more than 1 year gets depreciated- it is not a direct cost.

- Leases are 20% of fair market value or the lease payment(lower of the 2)

- Remember costs such as:

- Motor-fuel excise tax

- Legal fees

- Snow Removal

- GPS

- IMRF, Medicare and SS(except for 1 supervisory position) are not claimable