

# U.S. Department of the Interior Bureau of Indian Education

## Listening Session Indian Student Equalization Program (ISEP) Student Transportation

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Online at: [bie.edu](https://bie.edu)



Indian Student Equalization Program (ISEP)  
Student Transportation

25 CFR, Part 39 Subpart G – Student  
Transportation

## ISEP Statutory Authority

- 25 U.S.C. § 13: Expenditure of Appropriations by Bureau
- 20 U.S.C. 7401 et seq. (*The No Child Left Behind Act of 2001*), P.L. 107-110, Authorized through 2007

## 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:

$$\frac{Tu + W + Th}{3} * 180$$

**Example:** Tuesday, Wednesday, Thursday Daily Mileage

Morning Route = 2.5 miles

Afternoon Route = 2.5 miles

Total Daily Mileage = 5.0 miles

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

$$5 * 180 = 910 \text{ miles (Annual Day Miles)}$$

## 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:

$$\frac{Tu + W + Th}{3} * 180$$

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

$$\frac{Tu + W + Th}{3} * 1.2 * 180$$

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:  $\frac{3+3+3}{3} = (3 \text{ miles} * 180) = 540 \text{ miles (Average Daily Mileage)}$

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

$$540 + 432 = 972 \text{ miles (Annual Day Miles)}$$



## 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:

***Trip mileage from home to school \* 4***

Example: Student lives 500 miles from school.

$$500 * 4 = 2000 \text{ miles}$$

## 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:

*Trip mileage on improved roads from home to school \* 4*

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

*Trip mileage on unimproved roads from home to school \* 1.2 \* 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:**  $450 * 4 = 1800 \text{ miles}$

**Unimproved Section:**  $50 * 1.2 * 4 = 240 \text{ miles}$

$1800 + 240 = 2040 \text{ miles (Annual Residential Miles)}$

## 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

## 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: Based on 80% of SY 19 total distribution.	\$160,000
SY 20 Calculated Distribution: After current year costs and mileage is received and calculations are performed.	\$175,000
December 1 Distribution: (\$175,000 - \$160,000)	\$15,000

## 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

WebET Transportation - Cost Detail Menu



**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

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## Transportation Cost Detail

	Cost Category	Line Items	Total Cost
1.	<a href="#">GSA Vehicle Rates - Lease / Rental</a>	4	0.00
2.	<a href="#">Charter Transportation Costs</a>	0	0.00
3.	<a href="#">Non-GSA Vehicle Rates (lease, rental, etc.)</a>	0	0.00
4.	<a href="#">Variable Vehicle Costs (extra-curricular activities, special programs, medical services, emergencies, etc.)</a>	0	0.00
5.	<a href="#">Commercial Transportation Costs (commercial bus, train, airfare, etc.)</a>	0	0.00
6.	<a href="#">Vehicle Maintenance, Service and Fuel</a>	0	0.00
7.	<a href="#">Driver Costs</a>	0	0.00
8.	<a href="#">Meals and Lodging (Students)</a>	0	0.00
9.	<a href="#">Per Diem and Lodging (Staff)</a>	0	0.00
10.	<a href="#">Other Costs</a>	0	0.00
	<b>Total</b>	<b>4</b>	<b>0.00</b>

- Click the [Category Name](#) to edit or add new line items

[Print the Transportation Cost Detail Report.](#) Opens a separate printer-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 (202)-208-3271.

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To end this WebET session correctly, be sure to [Logoff](#) and close your browser window.



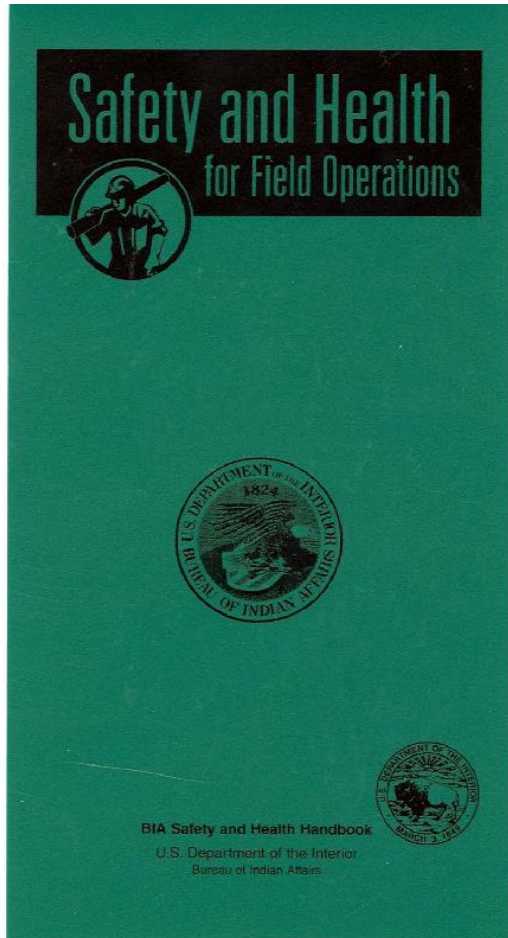
## Other Requirements

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
- 49 CFR, Part 571: Federal Motor Vehicle Safety Standards
- 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
  - <https://www.bia.gov/consultation-listening-session/indian-school-equalization-program-isep-and-isep-transportation-0>
- ISEP & Student Transportation Federal Register notice
  - <https://www.federalregister.gov/documents/2021/04/05/2021-06923/indian-school-equalization-program-isep-and-isep-student-transportation-funding-formulas>
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Thank You!

Mvto HiyHiy LemLmts Wado  
Wawaenon DaWaEh Miigwech Wopila  
Quyana Pinagigi Wimblahaho  
Baasee AnaaBasee HiriweTudahe  
Ahéhee Pilamiya Taikuu  
ThankYou Nya:Weh Aho  
Tansi

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