Minnesota Department of Education

INSTRUCTIONS FOR COMPLETING THE REPORT: TRANSPORTATION TO INTERDISTRICT DESEGREGATION OR INTEGRATION SCHOOLS OR PROGRAMS FOR THE 2011-12 SCHOOL YEAR FORM ED-02370-08

Districts that transport students to multi-district desegregation or integration schools or programs must complete form ED-02370-08 in order to receive transportation funding. Multi-district schools or programs involve more than one school district with one of the districts being identified as racially isolated. Refer to Minnesota Rules, Chapter 3535 for information on racially isolated school districts.

Identification Information. Complete the identification information as requested. The district number is the number of the reporting school district. It is a four-digit number (e.g., 0005) assigned to the district by the Department to identify the school district for reporting purposes. Each district number has a district type associated with it. Districts reporting transportation data on this report will be either type 01 – Independent or 03 – Special. For example, Independent School District Number 5 would enter 0005-01 in the blank for District Number and Type.

Transportation To and From School. Students reported in the table must be assigned to an interdistrict desegregation/integration school and receive daily transportation to and from that school. Examples of districts/schools are 6067-62 East Metro Integration District, 6069-62 West Metro Education Program, and 6078-62 Northwest Suburban Integration District. Students attending metropolitan school districts under the "Choice is Yours" program should also be included and identified on this report.

Metropolitan districts only may also include the cost of transporting open-enrollment students between their residences and the school district or attendance area border and only if the enrollment of the open-enrollment students contribute to the desegregation or integration of the district's schools. District must identify these students separately from those students participating in the programs listed in the paragraph above.

Districts may estimate the number of students receiving transportation, but must report the estimates by the grade levels listed on the form. District must report estimated counts of handicapped kindergarteners (HC Kind.) that are transported to desegregation programs. Actual numbers of students will be obtained from the Minnesota Automated Reporting Student System (MARSS) report. Districts will receive a report in the fall listing the names of the students who were reported on MARSS. Districts will have an opportunity to correct the MARSS student record if the list does not include all students who were transported by the district. To ensure that students are reported correctly on MARSS, independent and special school districts should request that districts 6067-62, 6069-62, and 6078-62 list their district for their students in the "Transporting District Number and Type" field and that they enter the Transportation Code of 04, Desegregation, in the Transportation Category field. Both of these fields are on the MARSS student record.

Districts must report the cost of transporting the students in the Uniform Financial Accounting and Reporting Standards (UFARS) Finance Dimension 714. If the cost reported on this report varies from the cost reported on UFARS, the cost on UFARS will be used.

Transportation to a Class, Program or Event. List the name of the class, program or event to which your district transported students to so that the students could participate in an interdistrict desegregation/integration class, program or event. Also, report the cost of providing this transportation. This cost must also be reported on UFARS in Finance Dimension 714.

For every class, program or event listed in this table, complete the table on the reverse side of the form. The rows have been lettered on both tables so that the same class, program or event can be reported in the corresponding lettered row on each table.

Districts may have to attach additional sheets.

Districts that have already claimed integration aid to cover these transportation expenses cannot claim them through this program.

Funding. Minnesota Statutes, section 124D.87 (a), states: "A district that provides transportation of pupils to and from an interdistrict program for desegregation or integration purposes is eligible for state aid to reimburse the additional costs of transportation during the preceding fiscal year."

To determine the "additional costs" for to-and-from school transportation services, the department multiplies the number of pupils units times 4.85 percent of the general education amount plus transportation sparsity (or $250.94 for metropolitan school districts during the 2011-12 school year). This amount is subtracted from the cost reported in UFARS Finance Dimension 714. The remainder, or additional costs, is funded through this program. For to-and-from school transportation services, districts receive full funding if the appropriation is adequate to cover all claims part of it through the general education revenue and part of it through the interdistrict desegregation formula. For transportation to a class, program or event, the entire cost reported is considered the additional costs and districts will be fully funded if the appropriation is adequate to cover all claims.

Questions. If you have questions about transportation to interdistrict desegregation or integration schools or programs, contact Kelly Wosika at 651-582-8855 or at kelly.wosika@state.mn.us.