

NOVEMBER WEBINAR: PUPIL TRANSPORTATION UPDATES

OPI SCHOOL FINANCE DIVISION

School Finance Division



Putting Montana Students First **A+**

SUMMARY OF CHANGES – TR1

- TR 1 – Bus Route
 - Ridership capped at capacity – If total registered ridership exceeds capacity, use average ridership. (Cannot exceed allowed ridership at one time.)
 - No longer have Pre K – K. We changed PreK/Kindergarten. Kindergarten is in with elementary regular. If special education, choose Non wheelchair/Preschool IEP.
 - Allow semester 1 only checkbox for routes no longer active in second semester. (Can use checkbox after first semester submission or if you know the route is used only in the first semester, check the box when entering the route.)
- Review changes to TR 1 - [CLICK HERE](#).

SUMMARY OF CHANGES – TR 4

■ TR 4

- Allow semester 1 only checkbox for contracts no longer active in second semester. (Can use checkbox after first semester submission or if you know the contract is used only in the first semester, check the box when entering the contract.)
- Review changes to TR 4 - [CLICK HERE](#).

SUMMARY OF CHANGES – TR13A

- TR 13A

- Type E bus only. Uses separate set of inspection requirements.
- Review changes to TR 13A - [CLICK HERE](#).

- TR 5/6

- PLEASE do not submit \$0 claims. No point in processing \$0 claims.
 - If route/contract only used in the first semester, use the first semester only check box.
 - If invalid contract or route, delete the TR 1 or TR 4.

SUMMARY OF CHANGES – TR 35

• TR 35

- Using driver record snapshot when claim is submitted by district.
 - When a district changes a TR 35 record, the claim was reverted to unpaid status because the county needed to approve the change.
 - If district needs to update the data in the driver record, such as the First Aid expired, the claim needs to be unsubmitted, TR 35 entered, approved by the county superintendent, then the claim can be submitted.
- When a new driver is entered, the TR 35 you will a grace period date of 60 days later than the date of the TR 35 entry for medic/first aid training. The district will have to update the TR 35 when the driver does receive the certification.
 - The same process will need to happen to update the TR 35 record for new drivers. If claims are submitted and effected by the driver dates, then unsubmit the claims, update the TR 35, county superintendent approves and then district resubmits.

SUMMARY OF CHANGES – TR 35(CONT.)

- TR 35 (continued)
 - Type E Driver option only is added.
 - Do not use for a driver who also has a valid CDL but may still be driving a Type E bus only. The system will not allow districts to use Type E driver option only for routes requiring other bus types.
 - Use drivers license expiration dates same as other drivers with CDL.
 - Uses same grace period for Medic First Aid – 60 days.
 - Review changes to TR 35 - [CLICK HERE](#).



QUESTIONS?

