

ALLOCATION FORMULA

1. a) Special Transportation:

$$\begin{aligned} \text{Special Transportation Allocation} &= \left[\begin{array}{l} \text{Number of } \mathbf{students} \\ \mathbf{with disabilities} \\ \text{transported (see} \\ \text{Allocation Criteria \#1)} \end{array} \times \begin{array}{l} \text{Applicable special rate} \\ \text{(urban or rural) per} \\ \mathbf{student with a disability} \end{array} \right] + \\ &\left[\begin{array}{l} \text{Number of ECS } \mathbf{children} \\ \mathbf{with disabilities} \\ \text{transported (see} \\ \text{Allocation Criteria \#1)} \end{array} \times \begin{array}{l} \text{Number of} \\ \text{program} \\ \text{operation days} \end{array} \right] \times \begin{array}{l} \text{Rate per} \\ \text{round trip} \end{array} \end{aligned}$$

b) Weekend Transportation:

$$\text{Weekend Transportation Allocation} = \left[\begin{array}{l} \text{Number of } \mathbf{students with} \\ \mathbf{disabilities} \text{ transported on a} \\ \text{weekend} \end{array} \times \begin{array}{l} \text{Weekend} \\ \text{Transportation} \\ \text{Rate} \end{array} \right]$$

c) In-home Program Transportation:

(see the Glossary of Terms for the definition of **in-home program**)

$$\text{In-home Transportation Allocation} = \left[\begin{array}{l} \text{Number of scheduled} \\ \text{in-home visits} \\ \text{(maximum 36)} \end{array} \times \begin{array}{l} \text{Funding Rate} \\ \text{per Round trip} \end{array} \right]$$

d) Bus Modification or Purchase Allowance to Accommodate Wheelchair Passengers:

Funding is provided to **school jurisdictions** for up to 100 percent of approved costs for the purchase of a wheelchair lift or ramp to be installed on a new or used bus if prior written approval is given by the Director, School Reporting Branch. Applications should be submitted to the School Reporting Branch.

ALLOCATION CRITERIA

- Revised 1. Urban or rural **school jurisdictions** may receive special transportation funding for **students and children with disabilities** who cannot, because of the severity of their disability, use the transportation described in Sections 1.17, 1.19, 1.20 or 2.6 of this

manual. The metro urban school jurisdictions (Edmonton and Calgary) are not eligible for funding under this section.

- Revised
2. Special transportation funding is also provided for **children with special needs** who, because of their young age, are not able to ride regular transportation. This includes **children with a severe disability** (ages 2.5 to 4.5), and **children with a mild or moderate disability** and **children** who are gifted and talented (ages 3.5 to 4.5).
 3. Program or **school** location shall not be considered when determining eligibility for this funding.
 4. Special transportation funding is provided for **children with disabilities** and **students with disabilities** who require special transportation between their residences or boarding places (boarding refers only to **students with disabilities**) and:
 - a) the **school** of a **school jurisdiction**;
 - b) a **funded private school**;
 - c) a **private ECS operator**; or
 - d) a program at an **institution** operated and/or funded by Alberta Learning:
 - (i) which the **student with disabilities** has been directed to attend by the **school jurisdiction** because the **school jurisdiction** does not operate a suitable program, or
 - (ii) which is the closest suitable and available program offered.
 5. To claim special transportation funding for a **student with disabilities** attending a **funded private school**, the **school jurisdiction** must have directed the student to attend that **school**.
 6. Weekend Transportation
 - a) Weekend transportation support is paid to **school jurisdictions** when **students with disabilities** are transported on weekends between their permanent residences and their boarding places by their **parents** and are attending:
 - (i) the **school** of a **school jurisdiction**; or
 - (ii) a **funded private school**.
 - b) Funding for weekend transportation is paid to the **school jurisdiction** of the **district** or **division** in which the **parent** of the **student with a disability** resides.
 7. In-Home Program Transportation (ECS children only):
 - a) For the purposes of this section, in-home transportation means transportation for each scheduled visit made by a teacher, a child development specialist, or a

teacher assistant to the home of a **child with a disability** enrolled in an **in-home program**.

- b) In-home transportation funding will be paid according to the number of home visits to a maximum of:
 - i) 36 visits for a program unit **child**
 - ii) 22 visits for a **child with a mild or moderate disability**

8. Transportation costs incurred for field trips or in-program activities cannot be claimed under this funding. These costs may be claimed for **children with severe disabilities** under Program Unit Funding.

New

PROCEDURES, DOCUMENTATION AND REPORTING

1. Urban and rural **school jurisdictions** are required to submit electronically a Special Transportation and Boarding claim form to the School Reporting Branch by November 30. Payment is made on the basis of the submitted information, the funding rates and in accordance with the *School Act* and the *Student Transportation Regulation, A.R. 250/98; amended A.R. 197/2000*.

2. The **count date** for special transportation funding is September 30. Special consideration on **count dates** may be given to **school jurisdictions** experiencing exceptional growth in transportation needs.

3. **School jurisdictions** are required to retain the following information on file for a minimum of three years and make it available for review by Alberta Learning upon request. Items a), b), and c) should be kept in an electronic file and be made available to Alberta Learning either electronically or on computer disc.

Revised

- a) Maps of overall attendance areas and transportation service areas;
- b) Location of each student's residence (street addresses in towns, villages and hamlets, and where available in rural areas, and legal land descriptions in all other rural areas);
- c) Maps of individual bus routes;
- d) Records of **route distance** verified by an official(s) of the **school jurisdiction**;
- e) Copies of **education service agreements**;
- f) Copies of **transportation agreements** with **school boards, private schools, charter schools** and **private ECS operators**;
- g) Copies of current vehicle inspection certificates issued under the *Highway Traffic Act*; and
- h) Copies of contracts with:
 - (i) written **transportation agreements** with agents, organizations, **parents** or other persons.
 - (ii) Records showing the amount to be paid on behalf of **students with disabilities** requiring special transportation.