

**ILLINOIS STATE BOARD OF EDUCATION
ILLINOIS PUPIL TRANSPORTATION ADVISORY COMMITTEE MEETING**

June 16, 2020

10:00 am

Via GoTo Meeting

Members Present:

Tim Imler – ISBE
Diana Mikelski – Township HS D211
Corrie Ray – ROE #12
Mike Slife – Rockford Public Schools # 205
Mike Stier – ISBE
Christine Kolaz - ISBE
Tina Mitchell – ISBE Staff
Julie Wollerman – ROE # 3
Patrick Johnson – ISTA
Lucille Feeney-IAPT
Matt Snyder ROE # 39
Mike Reinders – IAPT President
John Benish – Cook Illinois
Kim Rentner –Tyler Technologies

MEMBERS ABSENT:

Mike Medin – Cook Illinois
Chip Pew – Operation LifeSaver
Josh Keeley – IL SOS
Bill Beck – Durham Transportation
Molly Uhe-Edmonds – DCFS
Jeff Smith – ROE # 16
Cathy Allen – IDOT
Dave Richards – IAPT Central
Trooper Sean Ramsey- ISP
Sgt Mike Kindhart-ISP
Kevin Duesterhaus – IL SOS
Charlie Semple – IAPT Southern
Mike Collingwood – IDOT

GUEST:

Anthony Mendoza-District 103
James Barrett-Dunlap CUSD
Savayna DeClerck-ILSOS
Elizabeth Crider-Peoria ROE
Keith Johnson
Mary Dunmead-Geneva # 304
Mary Holsinger-Antioch # 34

CALL TO ORDER:

The meeting was called to order at 10:03 am by Mike Stier.

Minutes:

Mike advised the minutes from the previous meeting held on December 17, 2019 were emailed earlier.

PUBLIC PARTICIPATION:

None.

NEW BUSINESS:

None.

Dot Updates:

None

ISP Updates:

None

SOS Updates:

Per Tim Imler's request, Mike Stier advised that permit renewals and refresher classes extensions are still in place and the 90-extension limitation has not yet begun per the Secretary of State. The likely hood is that it won't start until the end of the month and that too is based on the Governor's orders. It was asked if an applicant's physical life also falls into the 90 extension for expiration. The answer provided was the current expiration on a physical life **must** fall within the 90 prior to the **current** renewal date. The example provided was related to a driver that was set to renew on March 16th, the day after SOS closed for COVID-19, it is now past 90 since the physical was preformed therefore a new physical must be obtained prior to renewal.

IAPT Updates:

Lucy Feeney spoke regarding the conference cancelation for this year and advising they are trying to reschedule the same speakers for a conference to be held in Springfield next year. The Mechanic's Competition and Rodeo has also been canceled at this point and time. Lucy informed the group that this will be her last meeting due to her upcoming retirement.

ISTA Updates:

Patrick Johnson advised there are no updates to report and that he is currently working on new legislation.

FY 21 Transportation Appropriations- Tim Imler:

Tim advised the 19-2020 pupil transportation claim system was opened on May 12, 2020. The due date is August 15, 2020 at 11:59pm. The FY 21 Budget has been posted on the web site and it is recommended that everyone review it. The Appropriation for Regular/Vocational and Special Ed Transportation for FY21 will be at the same level as the FY20 with estimations of reduction in proration levels based on the trend analysis. Special Education Transportation was 83% in FY 20, will go down to 80%, and Regular/Vocational was 84% going down to 82-83% respectively. Regular is more complicated due to the main component that is the wealth of the district for the EAV's. At this point we do not have a final file of the EAV's yet. It will be clearing in September after the claim closes on August 15.

Tim referenced the Final Calendar webinar held on June 10, 2020, the pupil attendance days and the remote learning days will be counted as attendance days and populated into line 6 of the school calendar on the transportation claim. The Act of God Days between March 17 and March 30 are not considered student attendance days. Districts did not have to make up these days, but we acknowledge that other transportation services such as meal delivery were provided, and costs are claimable. Districts are not penalized by not making up these days to meet the normal 176 days of student attendance days. The adjustment to the final calendar does not prohibit districts to claim all transportation costs for the entire regular school term including services provided during the mandated closure. There are instructions highlighted within the documents Christine is going to speak regarding how the COVID is affecting the claim this year.

Transportation Claim Instructions / COVID-19 Guidance- Christine Kolaz:

Christine Kolaz advised the Claim is available on our website at https://www.isbe.net/Documents/pupil_reimburse_instruct.pdf and further guidance related to COVID-19 can be found at <https://www.isbe.net/Documents/2019-20-Transportation-Claim-COVID-19-Overview.pdf>

Christine pointed out a few important points such as:

Lines 1-3 on the claim you will enter the headcount of students who were assigned to a regular bus route for the entire or a portion of the regular school term. The headcount of students reported on Lines 1-3 who were enrolled for only a portion of the school year should be reported for the actual number of days enrolled on lines 5a-5c.

Lines 5a-5c you will enter the total days students were enrolled for transportation from the first day the student was enrolled through the end of school year, including remote learning days. The reported days should reflect the days the student was enrolled to ride the bus, regardless of whether the student actually rode the bus on those days. When calculating 5a remember to add your field trip days 4b to the final calculation, districts are omitting this step.

The final calendar on line 6 is prepopulated from the final calendar that the district submits to ISBE. As Tim mentioned earlier, the 10 school days from March 17-30 will be coded as Act of God days. And will not be counted as attendance days for the transportation claim calculation. The days beginning March 31 through the end of the regular term will be coded as Remote Learning and are counted as student attendance days.

Lines 10-13 Enter the actual miles driven by category (i.e., regular, special education, vocational, or non-reimbursable) during the entire regular term. Miles driven by district staff for other types of transportation provided after March 16 (e.g., delivery of meals, school work, and technology) should be entered on Line 10a - Regular. Staff from vocational and special education cooperatives providing other transportation services after March 16 should enter miles on Lines 12 and 13 accordingly. If you did not provide any kind of service, your district miles will end on March 16. You are not allowed to use prior years mileage count.

Emergency rules filed March 30 amended Part 120.3 Transportation have changed for an expansion of allowable expenditures due to the COVID 19 pandemic.

Lines 14a-16: All transportation expenditures paid by a district, special education cooperative, or area career center that were beyond traditional student transportation are claimable beginning March 17, 2020, through the end of the 2019-2020 school year.

These include:

- o Local employee costs related to transportation; or
- o Contractual costs paid to a transportation provider under a written agreement regardless of service that may or may not have been provided; or
- o Costs related to the distribution of food, distribution and pickup of student assignments and work, well-being checks, and use of vehicles to provide Wi-Fi and other similar costs.

Line 19c Deductions:

This is an important reminder that Federal funds utilized from the National School Lunch Program or the Coronavirus Aid, Relief, and Economic Security (CARES) Act for transportation expenditures reported on Lines 14a-16 must be reported as offsetting revenue. In addition, any transportation costs paid from Fund 40 Transportation, such as salary, benefits, contractual purchased services, or fuel that may be included in other grant projects (such as Title I and Early Childhood Education), must be included in the claim and any reimbursement

If you have any questions regarding any one of these line items, you can email ckolaz@isbe.net

Hazardous Stop – Criminal Gang within IWAS Mike Stier:

Mike Stier advised the application is now open in IWAS for districts to submit their hazardous stop determinations and petitions. Any questions can be directed to mstier@isbe.net

Instructor Trainings -Mike Stier:

Mike Stier advised that there is live virtual training available on June 22 & 29, 2020 for Instructor Training. The registration deadline is June 16, 2020. With the First Aid Certification classes having been put on hold due to the COVID it has been determined that the SOS extension of 90 will apply to that recertification. While it is very important that Instructors maintain this certification, it is not possible to do the hands-on portion of the class at this time and when the SOS begins the 90 period that will apply to this as well. Instructors will not lose their certification at this time.

Online Refresher Class Training:

Tim Imler advised that Kane ROE #31 has developed an online refresher course and the remaining dates are, June 16 and 25th. He also stated that in response to inquiries from Beth Critter regarding an online Initial Class which is normally an 8hr in person class be considered. It was discussed with the develop of such taking into consideration maintaining the proper curriculum and controls regarding the participation of attendees staying engaged. With the curriculum and content being passed along appropriately by those instructors with possible modification on how the content is delivered. Taking time to ensure all participants are absorbing the content by asking more probing questions It is a priority to make sure the bus drivers are adequately trained to maintain the integrity of the program if they are to be driving the students in our state. In addition, there is not an online test available at this time and once the class is completed there will be a need to come in and take the test. However, if it is determined there is a secured online test developed it would be entertained. ISBE is doing everything possible to be flexible. We respect everyone's concerns for face to face classes and the safety.

Mike went to explain some of the options available to take the classes while following the Governor's directive for class size and social distancing as we move through the outline Phases for restoring Illinois. Examples given were Zoom sessions with mediators and attendance being recorded, using auditoriums and multiple class rooms to provide social distancing. Handouts being distributed.

Return to School Guidance-Tim Imler:

Tim Imler referenced the document that is on our web site at <https://www.isbe.net/Documents/IDPH-ISBE-Summer-Programs-Guidance.pdf> regarding the guidelines currently in place for resuming summer programs. The guidance is broad in its' scope while trying to be sensitive to some of the difficulties individual districts will have, while some are large, others are small and there are rural districts as well that will have challenges to navigate through. It is purposely not restrictive and will continue to follow directives from the IDPH and Governor's office. The document will be evolving and refined as we get new information. We tried to address the possible questions districts will have, leaving room for districts to develop policies that are appropriate for them as we are returning to school. The concern is the count of kids on a bus as we move through the phases. While a group size of 50 does not fit on a bus with proper social distancing. Challenges for routes, start times and the safety of the drivers will be a challenge for all.

Mike Stier encouraged schools and districts to be a part of actively participating in the planning of procedures by stepping up to the plate and get involved whether it is a committee, a task force, or a group. It is important that the transportation department be involved in the planning of the procedures for your districts. Have several scenarios planned out and don't be afraid to say this will not work for your district. It is very important that you be involved in these groups, that are developing these guidelines. Be proactive.

He also advised that if schools are looking at modifying buses with driver protection and hand sanitizer that they should contact either Kathy Allen or Mike Collingwood at the IDOT before any modifications are made.

Other Business:

Mike Stier advised that prior to the COVID-19 at our last meetings we were discussing the roll out of the Agility Test for bus drivers. While this is not a compliance issue in the State of Illinois. This has been pushed back for the time being as there are many other things that take priority such as COVID-19 and we will revisit this at the next meeting.

Upcoming IPTAC meetings for 2020 – 2021 4th Floor Board Room – 10:00 am – 12:00 pm

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| September 15 | December 15 | March 16 | June 15 |
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ADJOURNMENT:

Motion to adjourn was made by Julie Wollerman and seconded by Mike Reinders. Meeting was adjourned at 10:53 am. Next IPTAC meeting is scheduled for September 15, 2020. Board Room, 4th Floor of the Illinois State Board of Education, unless we are required to have an online GoTo Meeting due to COVID-19