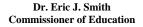
# FLORIDA DEPARTMENT OF EDUCATION



STATE BOARD OF EDUCATION

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Just Read, Iorida!

# CONTACT PERSONS

NAME: Brent Jones Herman Carter Nada Scott PHONE: (850) 245-0405 (850) 245-9795 (850) 245-0400

# **MEMORANDUM**

DATE: August 26, 2008

TO: District School Superintendents

FROM: Linda Champion

SUBJECT: July 2008-09 Transportation Survey

This document is intended to assist school districts in providing safe and efficient transportation services to Florida's student population. The July 2008-09 student transportation survey was conducted the week of July 14-18, 2008. The Automated Student Information System (student transportation format) is used by all districts to transmit their July student transportation information.

Please refer to the 2008-09 Student Transportation General Instructions on-line at <u>http://www.fldoe.org/fefp/trans.asp</u> for information regarding student eligibility, reporting criteria, instructions for the Automated Student Information System, and reporting deadlines. A list of the reporting deadlines is attached for your convenience. The deadline for initial full submission of July survey data was Friday, August 1, 2008. Any corrections or revisions to this

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data must be addressed prior to Friday, September 19, 2008, the system cutoff date. The attached form letter, which certifies the adjusted student membership and the number of buses reported on the database, must be signed by the District School Superintendent or designee and submitted no later than Thursday, September 25, 2008. The July student transportation information provided in this letter must match that reported in the database as of the system cutoff date. **Districts may use Transportation Report F63499 or F70092 to verify adjusted membership and bus information recorded in the database for use in the certification letter.** The information in this letter will be compared with the Department's report to ensure that accurate information is used in the transportation funding formula.

Please call Brent Jones (Office of Funding and Financial Reporting) at (850) 245-0405, Herman Carter (School Transportation) at (850) 245-9795, or Nada Scott (Education Information and Accountability Services) at (850) 245-0400 if assistance is needed.

LC/bj

Attachments

# ATTENTION: Brent Jones Due Date: September 25, 2008

Date: \_\_\_\_\_

Fax Number: (850) 245-9135

Mr. Brent Jones Florida Department of Education Office of Funding and Financial Reporting 325 W. Gaines Street, Room 824 Tallahassee, Florida 32399-0400

Dear Mr. Jones:

This letter certifies the student transportation information totals in the Automated Student Transportation Survey Information Database for the July survey for the School District. Zeros entered below indicate that there were no transported students during the July survey. All district schools, as appropriate, are represented.

	Total	Total	Total
	Buses	Adjusted Base Students	Adjusted ESE Students
	(Excluding		
	Intersession)		
July 2008 survey total			

Sincerely,

Signature of District School Superintendent or designee

BJ

#### Student Transportation Reporting Deadlines 2008-09 through 2011-12

#### 2008-09

Survey 1 Survey Week: July 14-18, 2008 Due Date: August 1, 2008 State Processing: July 28-September 19, 2008 Final Update/Amendment Date: September 30, 2008

## Survey 2

Survey Week: October 13-17, 2008 Due Date: October 31, 2008 State Processing: October 20-November 14, 2008 Final Update/Amendment Date: March 31, 2009

## Survey 3

Survey Week: February 9-13, 2009 Due Date: February 27, 2009 State Processing: February 16-March 13, 2009 Final Update/Amendment Date: July 31, 2009

Survey 4 Survey Week: June 8-12, 2009 Due Date: June 26, 2009 State Processing: June 22-July 10, 2009 Final Update/Amendment Date: August 31, 2009

#### 2009-10

<u>Survey 1</u> Survey Week: July 13-17, 2009 Due Date: July 31, 2009 State Processing: July 27-September 18, 2009 Final Update/Amendment: September 30, 2009

Survey 2

Survey Week: October 12-16, 2009 Due Date: October 30, 2009 State Processing: October 19-November 13, 2009 Final Update/Amendment Date: March 31, 2010

<u>Survey 3</u> Survey Week: February 8-12, 2010 Due Date: February 26, 2010 State Processing: February 15-March 12, 2010 Final Update/Amendment Date: July 31, 2010

Survey 4 Survey Week: June 14-18, 2010 Due Date: July 2, 2010 State Processing: June 28-July 16, 2010 Final Update/Amendment Date: August 31, 2010

## 2010-11

Survey 1 Survey Week: July 12-16, 2010 Due Date: July 30, 2010 State Processing: July 26-September 17, 2010 Final Update/Amendment: September 30, 2010

#### Survey 2

Survey Week: October 11-15, 2010 Due Date: October 29, 2010 State Processing: October 18-November 12, 2010 Final Update/Amendment Date: March 31, 2011

## Survey 3

Survey Week: February 7-11, 2011 Due Date: February 25, 2011 State Processing: February 14-March 11, 2011 Final Update/Amendment Date: July 31, 2011

## Survey 4

Survey Week: June 13-17, 2011 Due Date: July 1, 2011 State Processing: June 27-July 15, 2011 Final Update/Amendment Date: August 31, 2011

## 2011-12

Survey 1 Survey Week: July 11-15, 2011 Due Date: July 29, 2011 State Processing: July 25-September 16, 2011 Final Update/Amendment: September 30, 2011

Survey 2 Survey Week: October 10-14, 2011 Due Date: October 28, 2011 State Processing: October 17-November 11, 2011 Final Update/Amendment Date: March 31, 2012

Survey 3 Survey Week: February 13-17, 2012 Due Date: March 2, 2012 State Processing: February 20-March 16, 2012 Final Update/Amendment Date: July 31, 2012

<u>Survey 4</u> Survey Week: June 11-15, 2012 Due Date: June 29, 2012 State Processing: June 25-July 13, 2012 Final Update/Amendment Date: August 31, 2012