

REPORTING STUDENTS TRANSPORTED ON END-OF-YEAR MARSS REPORT SAMPLE SITUATIONS

Beginning with the 1998-99 school year, districts must report the regular term “to-and-from” school transportation status of each public school student on the end-of-year MARSS Report. “To-and-from” school transportation is defined as the student’s trip to school at the beginning of the school day and the trip home at the end of the school day. The school day may start in the morning and end in the morning (e.g., half-day kindergarten), start in the afternoon and end in the early evening (e.g., area learning center), or start in the morning and end in the afternoon (e.g., traditional school day).

The Minnesota Department of Education does not collect the number of students transported between school buildings (during-the-day), to summer school classes, after school, on weekends to board and lodging facilities, etc.

If a student has more than one enrollment record because the student moved to another school within the district, or withdrew and then re-enrolled, the district should assign the appropriate MARSS Transportation Category to each record. The MN Department of Education will select the record that represents the most expensive type of transportation service. The most expensive to least expensive transportation service ranking that the Department uses is: 03 – Disabled, 04 – Desegregation, 06 – Special, 01 – Regular, 02 – Excess, 05 – Ineligible and 00 – Walker or Transportation Field Not Applicable.

Districts must use 03 – Disabled when a student’s IEP identifies special education transportation or accommodations. Further if a student is enrolled in an approved desegregation/integration program and is provided daily transportation and does not have special education transportation or accommodations identified in their IEP, use MARSS Code 04-Deseg. If a student does not have special education transportation identified in their IEP and does not attend an approved deseg program on a daily basis but requires special transportation because of homelessness, care and treatment or a 504 accommodation plan use MARSS Transportation Category 06 – Special.

Do not create a new enrollment record for a student who moves within the district but does not change schools. For those students, the district will have to change the MARSS Transportation Code on the **one** enrollment record to reflect the most expensive transportation service.

To assist districts in reporting the “to-and-from” school transportation code correctly, the following situations were developed to describe types of transportation services that districts may encounter and how the districts would report the MARSS transportation code.

SITUATION 1: REGULAR CATEGORY – ELIGIBLE STUDENT TRANSPORTED TO AND FROM SCHOOL AND BETWEEN SCHOOL BUILDINGS.

Tim, a public school tenth-grade student, rides the regular bus route from his home (located five miles from the school) to school in the morning and home in the afternoon. In addition, Tim is transported during the school day to another school to take courses not offered at his home school. In this situation, Tim will be reported with a MARSS Transportation Code of 01, Regular, because he is a secondary student who lives two miles or more from school. Tim is also transported between school buildings. Districts are not required to report the number of students transported between school buildings.

SITUATION 2: REGULAR CATEGORY - ELIGIBLE STUDENT DRIVING OWN CAR TO SCHOOL

Sandy, a public school twelfth-grade student, lives 10 miles from school but drives her own car to school every day. Sandy does not receive any other transportation during the school day. Sandy will be reported with a MARSS Transportation Code of 01, Regular, because the district provided transportation services even though Sandy did not use the service. Districts are instructed to report all students who are provided daily transportation services.

SITUATION 3: REGULAR CATEGORY - NONRESIDENT ENROLLMENT OPTIONS STUDENT TRANSPORTED FROM THE STUDENT’S HOME TO SCHOOL

Crystal, a public school fifth-grade student, enrolled in the neighboring (nonresident) district under the open enrollment program. The nonresident district sends a school bus into Crystal’s resident district to transport her to its schools. The distance from the border to the school is 15 miles. Crystal would be reported with a MARSS Transportation Code of 01, Regular, because the distance from the border to the school is more than one mile.

SITUATION 4: DISABLED CATEGORY - STUDENT RIDING BOTH REGULAR AND SPECIAL ROUTES DAILY

Daniel, a public school student with a disability, rides the regular bus route to a transfer point (usually a school). Once at that location, Daniel transfers to a special bus route to go to the location of his special education classes in another district. Daniel stays all day at the other district and then is transported on the special route to the transfer point. He then rides the regular route to his home. Daniel would be reported with a MARSS Transportation Code of 03, Disabled, because he receives special transportation for part of his trip to and from school. Remember, a student can only be reported in one “to-and-from” school category. So even though Daniel rode both the regular and special bus routes, he can only be reported in one category. In this case, it would be the Disabled Category because of the special education transportation.

SITUATION 5: DISABLED CATEGORY - STUDENT ONLY TRANSPORTED ON WEEKENDS TO A RESIDENTIAL FACILITY

Abby, a student with a disability, is transported to and from a residential facility (e.g., State Academies in Faribault). This transportation always occurs on weekends and holidays. Abby is reported under MARSS Transportation Code 00, Walker or Transportation Field Not Applicable, because she is not transported to and from school on a daily basis.

SITUATION 6: EXCESS CATEGORY - ELIGIBLE STUDENT RIDING WITH PARENTS

Jason, a public school fourth-grade student, lives sixth-tenths of a mile from school. If Jason walked to and from school, he would have had to cross a busy state highway. The local school board decided to transport elementary students living in this area (across the state highway) because of the hazardous crossing. The regular bus routes are used to transport these students. However, Jason rides to school each day with his parents. In this situation, Jason is reported with a MARSS Transportation Code 02, Excess, because the district provided daily transportation services to all elementary students living in that area. Districts are instructed to report all students who were provided daily transportation services regardless of whether they rode the school bus.

SITUATION 7: EXCESS CATEGORY - STUDENT NOT OFFERED DAILY TRANSPORTATION

Dianne, a public school ninth-grade student, lives one and one-half miles from school. The local school board decided that they would not transport any secondary students who live less than two miles from school. Dianne would be reported with a MARSS Transportation Code 00, Walker or Transportation Field Not Applicable, because she was never provided any transportation services to and from school.

SITUATION 8: REGULAR CATEGORY - STUDENT ATTENDED BOTH PUBLIC AND NONPUBLIC SCHOOLS DURING A SCHOOL YEAR.

Nick, a third-grade student, lives seven miles from the nonpublic school. Nick attended the nonpublic school during September and October. On November 1, Nick's parents transferred him to the public school in the district. Nick lives eight miles from the public school. In this case, Nick would be reported with MARSS Transportation Code 01, Regular, because Nick lives more than one mile from the public school. Nick could have qualified as either a public or nonpublic school student. When a student qualifies for transportation in more than one category during a school year, districts are instructed to report the student in the category where it cost the greatest to provide the transportation service. Nick was only transported to the nonpublic school for two months but attended the public school for seven months. Therefore, Nick is reported as a public school student and not as a nonpublic school student.

SITUATION 9: SPECIAL TRANSPORTATION CATEGORY – STUDENT WITH A 504 ACCOMMODATION PLAN.

Peter, an eighth grade public school student lives one mile from school. Ordinarily he walks to school. Unfortunately he broke his leg during winter break. A 504 Accommodation Plan was developed and identified special transportation needs. It was determined that the district would provide transportation to-and-from his home. A regular bus route was modified to include additional miles to accommodate Peter's special needs. Peter should be coded 06-Special in the MARSS Transportation Code.