

Dear Senator Coe,

Thank you for the opportunity to detail the events that resulted in a change in the calculation of Park County School District No. 6 isolation payment to eligible parents and legal guardians.

Thank you for contacting LSO about our concerns. It appears that no legislative or rule change has been made regarding the isolation payment guaranteed in W.S. 21-4-401 (d). We look forward to communication from WDE or the JEC that will settle this debate and allow Park6 to review the current applications and return the payment to total mileage when parents transport their isolated students to school or the bus stop.

Events –

**October 2, 2019** – Wyoming Pupil Transportation Association Fall Workshop  
[Attachment -Agenda WPTA Fall 2019]

- 12 pm – WDE Information (Zoom Meeting)

*At the WDE Information meeting, transportation directors were informed the isolation payments may be granted for the mileage when a student is in the vehicle. Historically, Park6 has granted isolation payments for the round trip delivering a student to school or bus stop and when picking up the student in the afternoon.*

**October 15, 2019** – Park County School District No. 6 Regular Board meeting.

- Agenda Item 3.9 – Request for Isolation Mileage Reimbursement

*The isolation application of Amanda Kleinman is approved for half of the mileage required to transport their elementary children to Valley School and their secondary students to the Bus Stop at the TE Ranch.*

[Attachments – Kleinman Isolation Application, Kleinman Letter of Request]

*Additional Information – Due to the extensive road construction on the Upper Southfork Road, the bus is not able to travel to the established bus stop. The Kleinman's volunteered to meet the bus at the TE Ranch each morning and afternoon. This courtesy requires them to travel early each morning because the construction utilizes a pilot car with 20-30 minute waits.*

**October 29, 2019** – Mrs. Kleinman requests assistance from Valley School Liaison Stefanie Bell, Park County School District No. 6 Trustee.

[ Attachments- Kleinman Log, Park6 Isolation- Transportation Dept, Park6 Letter of Approved Request]

**November 6, 2019** – Trustee Bell meets with Mrs. Kleinman, contacts Teton #1, and Sheridan #1 and determines that the WDE opinion should be researched and questioned.

**November 7, 2019** – Trustee Bell communicates with Senator Coe to ask for information and assistance. Trustee Bell sends WSBA resolution for consideration by Teton #1 to Trustee Janine Bay Teske. Trustee Bell makes request of Senator Coe that this issue to be considered at the November 15<sup>th</sup> JEC meeting in Cheyenne. [Attachment – 2019 Resolution Isolation]

**November 8, 2019** – Senator Coe receives clarification from LSO. Trustee Bell communicates this information to Park No. 6 Administration and Leadership, Brian Farmer, and Leadership in Teton #1, Park #1, and Sheridan #1. [Attachment – 19 Titles21-4-401(a), 20191108\_WDEChapter20...]

Respectfully submitted,

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Department of Education Rules for *Minimum Standards for Wyoming School Buses*.

**Section 129. Isolation and Maintenance Payments.**

(a) Isolation and maintenance payments are as prescribed in Wyo. Stat. 21-4-401.

(b) All applicants for isolation or maintenance payments shall be a resident of the school district, establish residence in the school district by providing one of the following documents, as prescribed by the district board of trustees, which would include but not be limited to:

- (i) Property tax receipt for the home address
- (ii) Current electric bill
- (iii) Current water bill
- (iv) Vehicle license plate registration
- (v) Income tax return forms
- (vi) Other government issued document per the local school district policy.

(eb) Residence requirements for each parent or legal guardian applying for isolation or maintenance for a student shall be determined by the local school district board of trustees. No applicant pupil is eligible for isolation or maintenance payments as isolated unless they the pupil's parents or legal guardians demonstrate to the local school board that their the family's residing residence in the isolated location is necessary for their the family's financial well-being. Documents that may be used for this purpose include federal income tax returns or other income verification, property tax receipts, or profit and loss statements. The final decision shall be made by the local school board and for properly documented for eligibility, shall be made by the district board of trustees.

(e) If an MPV is used for dual purposes (student and staff travel), the school district shall declare the percentage of anticipated use for student transportation. The vehicle purchase price shall be reimbursed at that percentage of student use only.

(i) Mileage shall be recorded for the vehicle each year. A complete mileage log showing the use and number of students transported along with the beginning and ending mileage for every trip must be kept.

(ii) At the end of each year for a period of five years, a school district shall make necessary adjustments in the data submitted to the Department to reflect the actual percentage used for student transportation of the vehicle.

(f) Any non-school district group using a student transportation vehicle shall reimburse the school district for the cost of driver wages and benefits, fuel, and a cost per mile fee, as determined by the Department.

(g) Special transportation accommodations that modify Section 7(a) - (g) of these rules may be designed to meet the unique needs of a child and must be documented. Examples include: documentation in an Individualized Education Plan or a 504 plan.

**Section 8. State Vehicle Bid Process.** The specifications, pursuant to Chapter 2, for each type and size of vehicle will be used in a public procurement of student transportation vehicles. The bids received will be analyzed to determine which bids meet the specifications at the lowest responsible price.

**Section 9. Isolation and Maintenance Payments (W.S. 21-4-401).**

(a) All applicants for isolation or maintenance payments shall be a resident of the school district.

(b) No applicant is eligible for isolation or maintenance payments unless they demonstrate to the local school board that their residence in the isolated location is necessary for their financial well-being. Documents that may be used for this purpose include federal income tax returns or other income verification. The final decision shall be made by the local school board and properly documented for eligibility.

**21-4-401. Transportation or maintenance for isolated pupils.**

(a) The board of trustees of any school district within the state shall provide transportation or maintenance for isolated elementary, middle, junior high or high school pupils resident within the district, whenever it would be in the best interests of the affected children to provide transportation or maintenance than to establish a school to serve these pupils, and for those isolated pupils resident within the district who are attending a school in another district pursuant to W.S. 21-4-502. Amounts paid under this section shall be subject to subsections (d) and (e) of this section and shall not exceed the actual costs incurred by parents or pupils.

(b) The state superintendent shall adopt reasonable rules and regulations pertaining to residence requirements establishing eligibility under this section and for provision of tuition and transportation or maintenance. No person is eligible as an isolated pupil under this section unless the pupil's parents or legal guardians demonstrate to the local school board that the family's residing in the isolated location is necessary for the family's financial well being. The burden shall be on the parent or guardian to demonstrate that the family's residing in the isolated location is necessary for the family's financial well being. The final decision as to eligibility shall be made by the district board of trustees.

(c) The rights accorded under this section shall be enforceable by writ of mandamus, and in such event the district shall pay all costs and legal expenses of a petitioner successful in obtaining such writ.

(d) To receive transportation payments under this section, the parent or legal guardian of any isolated pupil eligible under this section shall file a transportation reimbursement claim with the district on a form provided by the district specifying the total round trip miles traveled each day to and from the bus stop or the school, as applicable. The total round trip miles shall be multiplied by the applicable mileage rate prescribed under W.S. 9-3-103(a)(iii) to compute the daily mileage reimbursement amount. Where combined transportation is provided for two (2) or more isolated pupils being transported to the same school, only one (1) reimbursement shall be made. Payments to parents or guardians for transporting students to and from school shall be computed excluding the first two (2) miles traveled each way. No payments shall be paid to a parent or guardian for transportation of students unless the pupil resides in an isolated location as specified under subsection (b) of this section.

(e) Monthly maintenance payments may be paid under this section in lieu of transportation payments if the pupil resides at a location near the school rather than the isolated location. The amount paid shall be the lesser of the amount of maintenance payments claimed or the transportation payments that would have been payable under subsection (d) of this section. Monthly maintenance payments under this section shall reimburse the isolated student's parent or legal guardian for additional reasonable living expenses for only those months school is in session. A district shall be reimbursed for the full amount of isolation or maintenance payments it makes under this section. Reimbursement shall be made as if the district's total foundation program amount computed under W.S. 21-13-309(p) was increased by the amount of isolation or maintenance payments made during the preceding year.

**From:** Leslie Zimmerschied <[leslie.zimmerschied@wyo.gov](mailto:leslie.zimmerschied@wyo.gov)>  
**Sent:** Friday, October 11, 2019 3:01 PM  
**To:** Leslie Zimmerschied <[leslie.zimmerschied@wyo.gov](mailto:leslie.zimmerschied@wyo.gov)>  
**Subject:** Transportation updates from WDE

Hi everyone,

Here are some more updates on WDE Transportation items. Please feel free to contact us at any time if you have questions!

The bus bid invitation has been sent out. October 24th is the scheduled date to publicly open the sealed bids, this will happen at the Herschler East Building, 2nd Floor. Everything is posted online here: <https://edu.wyoming.gov/beyond-the-classroom/school-foundation/transportation/>.

PTAC - The kickoff meeting for the new Pupil Transportation Advisory Committee will be over Zoom on Nov 5th from 9-10am. Everyone is invited, the link is on the transportation page: <https://edu.wyoming.gov/beyond-the-classroom/school-foundation/transportation/>. Scroll down past the bid info to find it.

Isolation information:

- Student's parents/guardians must demonstrate their financial well-being is dependent on location
- Board's decision and method for payment must be documented
- Parents/guardians maintain log (not just count of days)
- Mileage calculation - Round trip is one way to school/bus stop and one way from, and you subtract 2 miles each direction. Since there are usually two trips each day, one in the morning and one in the afternoon, you will deduct a total of 4 miles a day. Round trip is NOT to school/bus stop and back home in the morning and to school/bus stop and back home in the afternoon.
- If you have already paid or approved isolation for FY20 that is not calculated as explained above, districts have two options:

1. make a correction to existing arrangements with parents so that amounts paid for the year are correct or
2. correct the payment amounts from this point forward and only seek reimbursement for the allowed costs.

Thanks and have a good weekend,  
Leslie

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Leslie Zimmerschied, GSLC

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<https://edu.wyoming.gov/beyond-the-classroom/school-programs/school-foundation/>

Effective April 30, 2018, the new address for the Wyoming Department of Education will be 122 W. 25th St., Suite E200, Cheyenne, WY 82002.