

**1, 2, 3's**

of

**Tracking  
-STACing-  
Exacting**

**State Aid for**

**Students With Disabilities**

# How to "Cost Out" Transportation: (Summer School and Private Placements)

## Email to Ed Truax, STAC Unit:

>>> "Karen VanWagner" <VanWagnK@dcmoboces.com>  
08/04/04 05:00PM >>>

Dear Ed:

No one really knows the correct way to calculate transportation costs for summer school. There are basically two methods that I feel could be used. Which one is correct? Or help me share the correct method so everyone calculates it the same:

**Method 1:** Calculate the entire Route the bus runs and dividing the costs by the total number of students riding the bus, including the cost for the bus driver, FICA, cost to run the bus, mileage, etc.

or

**Method 2:** Calculate the mileage and cost for each individual student on the bus. For ex: the ride from Tammie's home to BOCES could be calculated at 36 miles, multiply that by 1.25 for wear and tear and gas for the bus, times 2 for back and forth, times 5 days on the bus, times 6 weeks for summer school

Please advise me on the proper way to do this.

Thanks,  
Karen VanWagner  
DCMO BOCES

Karen, 8/5

If it were me I would use method 1, except that I would assign the cost of a bus monitor only to those kid(s) whose IEP(s) call for them to have the bus monitor.

Ed

# How to "Cost Out" Transportation:

(Summer School and Private Placements)

**The Business Official will:**

## STEP #1

### Gather Information:

Gather total route mileage for a particular bus run (two ways) from Bus Garage Supervisor.

## STEP #2

### Figuring Route Cost:

Multiply the total route mileage (2 ways) times the total # of days school was in session. Multiply this total by the cost per mile.

Ex. 80 miles x 30 days = 2,400 mi.

2,400 @ \$1.25 per mile = \$2,850.

(\$1.25 is the cost of the wear and tear on the bus, plus gas).

### Figuring the cost of personnel:

Figure Driver Cost: Ex.  
5 hrs x 30 days x \$18.00 per hr. =  
\$2,700.00

Figure Aide Cost:  
4 hrs. x 30 days x \$9.00 per hr. =  
\$1,080.00

Figure Nurse Cost:  
4 hrs. x 30 days x \$19.00 per hr. =  
\$2,280.00

(FICA and Retirement are included in the amount per hour for each employee)

## STEP #4

### Figuring the estimated total transportation costs per student:

Add cost of Mileage, Driver, Aide, Nurse if applicable, for a specific bus run. Divide this total by the number of students riding on this bus. This amount will be the Estimated Total cost for transportation per student.

The Business Official will provide the CSE Chair with this information so a particular child can be STAC'd.

# How to "Cost Out" Transportation: (Summer School and Private Placements)

Formula: Total Route Cost / # of students on bus, X 2 to and from school, X 5 days in a week X 6 weeks of summer school X \$1.25 avg. cost per mile, etc = Total Transportation Cost per Student

Step 1

Gather total route mileage for a particular run from Bus Garage Supervisor.

Step 2

Divide the total route mileage by the # of students on the bus, for an average per student cost.

Step 3

Multiply this average per student cost by 2 (run to and from student's home)

Step 4

Multiply this # by 5 (5 days in a week)

Step 5

Multiply this # by 6 (6 week summer school program), etc.

Step 6

Finally, Multiply this final # by \$1.25 (average cost per mile, which includes driver and vehicle expense)