

**EXAMPLE: CDE-40
PUBLIC SCHOOL TRANSPORTATION FUND
REIMBURSEMENT CLAIM**

MUST BE COMPLETED AND FILED ON OR BEFORE SEPTEMBER 15, 2020 – No extension beyond this date
(For entitlement period of July 1, 2019 through June 30, 2020)

DO NOT SUBMIT A PAPER FORM TO CDE

(Name of person preparing report)

(Date)

(School District Name & No.)

(County)

REIMBURSEMENT INFORMATION

1. Total current operating expenditures for pupil transportation _____

Remember to reduce total current operating expenditures by any specific transportation revenue the district may have received:

Including, but not limited to:

- Federal revenue received for transportation
- Summer school and preschool transportation revenue
- Revenue received from other school districts to furnish transportation

Do not reduce Total current operating expenditures by any Special Education High Cost Revenue Received.

2. Mileage scheduled for regular pupil transportation on the mileage count date Pursuant to State Board Rule 22-51-R-3.00.
(Includes all miles driven on the mileage count date when establishing routes for all eligible pupils. Same date as official pupil count date.)
Parent miles included here _____

3. Days school was in session **and** pupils (or instructional materials) were transported/delivered in the 2019/2020 school year. Remote or virtual learning days occurring after March 15th should not be included unless instructional materials were delivered. _____

4. Number of days for which room and board was paid for pupils in lieu of transportation _____

5. Capital Outlay: If the district, or charter schools within the district contract for transportation services (home to school/school to home) with a private transportation company (*not taxis, not public transportation*), you need to complete the Capital Outlay Depreciation Schedule (available on the CDE website) and provide the calculated ten year depreciation figure here.
If you are not a Capital Outlay district, enter zero. _____

ADDITIONAL INFORMATION

6. Number of pupils who were scheduled to be transported to and from public school at public expense on the mileage count date _____

7. Total actual miles traveled for activity trips, field trips, athletic trips, etc. (July 1, 2019 through June 30, 2020)
Do not include parent miles _____

8. Total actual miles traveled for any purpose by pupil transportation vehicles (July 1, 2019 through June 30, 2020) – Do not include parent miles
If pupil transportation vehicles are also used for other purposes (administrative), exclude the miles for other purposes.
Total Odometer Miles: Pupil Transportation Vehicles Only _____

9. **Required Supporting CDE-40 Audit Documentation (District must Upload before Save/Electronic Signature)**

(Signature of Authorized Representative)

