



## **WeBSIS Transportation Management System**

### **Overview**

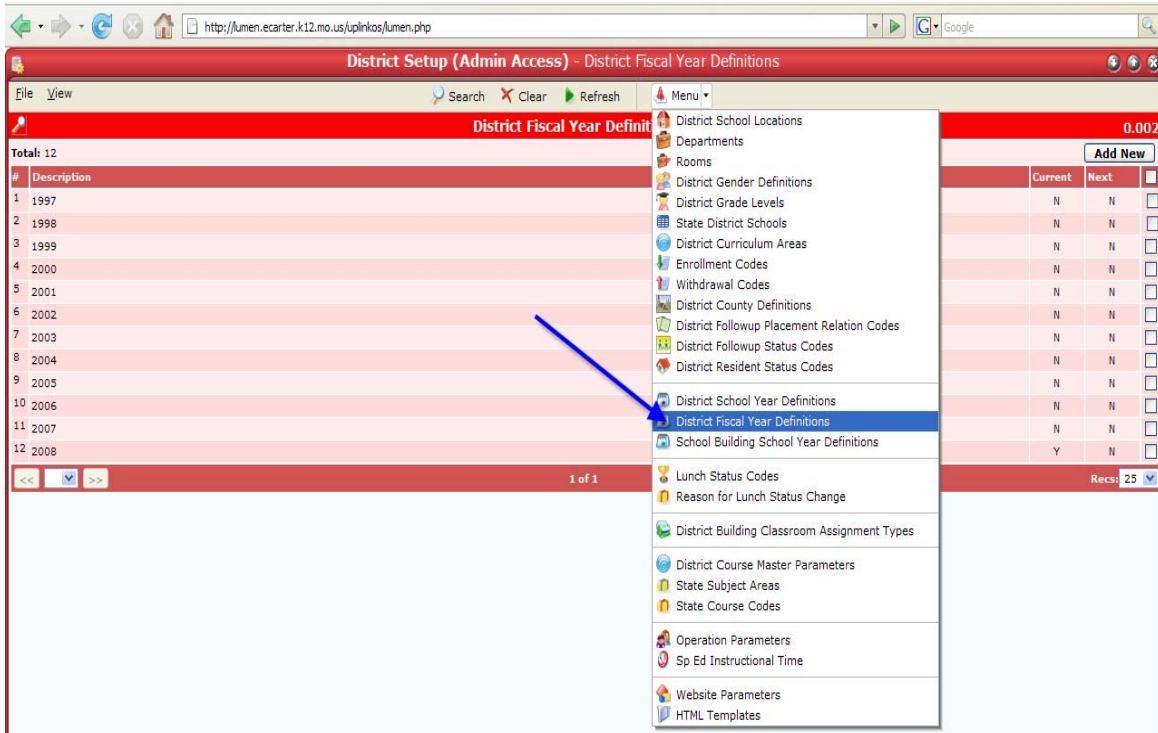
The transportation system has had many new updates. These updates have been implemented to facilitate many new capabilities such as multi-tiered route assignments, vehicle depreciation, state reporting, etc. Each section will describe the modification and the functionality it addresses.

# I. District Fiscal Year Definitions

## Overview

This application will define a districts accounting fiscal years. This application should be used by the district's database administrator.

**Step 1:** To access this application, click EzStart -> District Setup -> District Setup -> District Fiscal Year Definitions.



## Step 2: District Fiscal Year Definitions

To add a new fiscal year, click ADD NEW. Below is a shot of the screen that appears. Enter the school fiscal year description, the beginning date, the ending date, and mark the year as the current year (yes/no) and next year (yes/no). Click SAVE & FINISH when you are done. Enter fiscal year records for every vehicle on which you have depreciation records.



## II. Vehicle Information

### Overview

There have been many new fields added to this application. Below is a screen shot of the modifications. There is also a new **depreciation schedule** found at the bottom of the page.

**STEP 1:** The application can be found at EzStart -> District Transportation Management -> District Transportation Management -> Vehicle Management.

Vehicle ID #	Manufacturer	Model	Vehicle Passenger Capacity	Model Year	Purchase / List Price	Last User	Last Update
1	Blue Bird	77	77		\$0.00	MSCafe	09-26-2007 06:24 pm
2	Blue #18	Ford	23		\$0.00	MSCafe	09-26-2007 06:27 pm
3	Bus #5	Ford (HC)	Handicap 13		\$0.00	MSCafe	09-26-2007 06:22 pm
4	Bus #12	Freightliner	71		\$0.00	MSCafe	09-26-2007 06:25 pm
5	Bus #14	Freightliner	71		\$0.00	MSCafe	09-26-2007 06:26 pm
6	Bus #16	Freightliner	71		\$0.00	MSCafe	09-26-2007 06:26 pm
7	Bus #19	Freightliner	71		\$0.00	MSCafe	09-26-2007 06:27 pm
8	Bus #1	IC	77		\$0.00	MSCafe	09-26-2007 06:20 pm
9	Bus #17	IC	47		\$0.00	MSCafe	09-26-2007 06:27 pm
10	Bus #6	International	71		\$0.00	MSCafe	09-26-2007 06:23 pm
11	Bus #20	HC-Carpenter	71		\$0.00	MSCafe	09-26-2007 06:28 pm
12	Bus #4	International/Amtran (Big)	71		\$0.00	MSCafe	09-26-2007 06:22 pm
13	Bus #15	International/Amtran (Lite)	53	1995	\$57,000.00	blowach	03-19-2008 11:36 am
14	Bus #9	International (HC)	Handicap 53		\$0.00	MSCafe	09-26-2007 06:24 pm
15	Bus #3	International (Hand)	77		\$0.00	MSCafe	09-26-2007 06:21 pm
16	Bus #13	International (New)	77		\$0.00	MSCafe	09-26-2007 06:25 pm
17	Bus #8	International (Old)	71		\$0.00	MSCafe	09-26-2007 06:21 pm
18	Bus #7	International (Old)	71		\$0.00	MSCafe	09-26-2007 06:23 pm
19	Bus #18	International (Old)	71		\$0.00	MSCafe	09-26-2007 06:24 pm
20	Bus #11	International (Old)	71		\$0.00	MSCafe	09-26-2007 06:25 pm
21	E	None	0		\$0.00	satlym	12-06-2007 09:49 am
22	W	None	0		\$0.00	satlym	12-06-2007 09:49 am
23	NH	None	0		\$0.00	satlym	12-06-2007 06:02 pm

1. Buses may be added

by clicking ADD NEW. Otherwise, edit vehicles already in the system by clicking on that record. In either case, the following screen appears and may be edited/completed. Note: Depreciation records will not be available until a purchase price is entered and the record is saved (SAVE & EDIT or SAVE & FINISH).

**General Information**

Vehicle ID #: Bus #15  
 Model: International/Amtran (Lite) (L3)  
 Vehicle Passenger Capacity: 53

**Additional Information**

Model Year: 1995  
 Date Delivered: 03/19/1995 (mm-dd-yyyy)  
 Purchase / List Price: \$57,000.00

**Bus Removal Status**

Date Traded: (mm-dd-yyyy)  
 Amount Received on Trade: (mm-dd-yyyy)  
 Outright Sale Date: (mm-dd-yyyy)  
 Amount Received Outright Sale: (mm-dd-yyyy)

**Depreciation Schedule**

Fiscal Year	Depreciation %	Amount of Depreciation	Balance of Depreciation	Last User	Last Update
1	1997	15	\$8,550.00	blowach	03-19-2008 11:34 am
2	1998	10	\$5,700.00	blowach	03-19-2008 11:34 am
3	1999	10	\$5,700.00	blowach	03-19-2008 11:34 am
4	2000	5	\$2,850.00	blowach	03-19-2008 11:34 am

\* Purchase / List Price: \$57,000.00  
 \* Accumulated Depreciation Total: \$20,800.00  
 \* Balance of Depreciation: \$34,200.00

### III. Student Rider Attributes Definition Table

#### Overview

This application allows a district to define any number of rider attributes required for state or local tracking needs. You can see below the items which are listed. A district may track any and all attributes they wish, simply by entering them.

**Step 1:** To access the application, click EzStart -> District Transportation Management -> District Transportation Management -> Student Rider Attributes Definitions.

#	Code	Description	State Attribute	State Desc/Code
1	NON DIS	Non-Disabled Grades K-12	<input checked="" type="checkbox"/> Yes	Non-Disabled Grades K-12
2	DIS SEP	Students with Disabilities Transported on Separate Routes K-12	<input checked="" type="checkbox"/> Yes	Students with Disabilities Transported on Separate Routes K-12
3	<1 I/C	Less than one mile, No charge to Parent, No appreciable expense	<input checked="" type="checkbox"/> Yes	Less than one mile, No charge to Parent, No appreciable expense
4	<1 PAY	Less than one mile, Payment from Parent or Transported at District Expense	<input checked="" type="checkbox"/> Yes	Less than one mile, Payment from Parent or Transported at District Expense
5	<1 HB	Less than one mile - Under provisions of HB1180	<input checked="" type="checkbox"/> Yes	Less than one mile - Under provisions of HB1180
6	CAR ED	Student rides Vocational Route	<input checked="" type="checkbox"/> Yes	Career Education

**STEP 2:** To add a new rider attribute, click ADD NEW

W. The following screen appears. Enter an attribute code, a description of the attributes, mark it as a state tracked item, and insert the state description and/or code. The final field, Display Sequence, allows you to organize the attributes list, with the smallest numbers at the top of the list, the larger ones at the bottom.

**Edit Information** 0.001

**- General Information**

Code \* <1 I/C

Description \* Less than one mile, No charge to Parent, No appreciable expense

State Attribute \* Yes

State Desc/Code \* Less than one mile, No charge to Parent, No appreciable

**- Display Information**

Display Sequence 30

**- Update Information**

Last User gsupport5  
Last Update 03-13-2008 02:54:44pm

Buttons: Cancel, Save & Finish, Save & Add

## IV. Pickup Type

### Overview

This basically replaces the AM and PM distinction previously used. Now a user can define as many Pickup Types as they need. To access the application, click EzStart -> District Transportation Management -> District Transportation Management -> Pickup Type. Click ADD NEW to add a new route type.

#	Short Description	Description	Last User	Last Update
1	AM		gsupport5	03-17-2008 08:51 am
2	PM		gsupport5	03-17-2008 08:51 am

Example Pick Up Types could be; AM, PM, VoTech.

## V. ROUTE TYPES

### Overview

This application allows a district to track transportation route types. To access the application, click EzStart -> District Transportation Management -> District Transportation Management -> Bus Route Types. The following image shows the application with a few route types.

Bus Route Type Code	Description	Last User	Last Update
U	Urban	gsupport5	03-16-2008 08:07 am
C	City (Fee Transportation Provided)	gsupport5	03-16-2008 08:07 am
RR	Regular Route	gsupport5	03-16-2008 08:07 am
SA	Special Activity	gsupport5	03-16-2008 08:07 am
VT	VoTech	gsupport5	03-16-2008 08:07 am

Click ADD NEW to add a route type. Example route types may be Rural Route, City Route

, Special Services, Shuttle Bus, etc.

## VI. Route Management

### Overview

This section allows for a variety of information to be tracked on a single bus route, including: Driver, bus stops, bus number, bus route type, pick up type, school building served, and running times.

**Step 1:** To access the application, click EzStart -> District Transportation Management -> District Transportation Management -> Route Management. The following screen shot shows the application with a few bus routes added.

**STEP 1:** To

add a new route, click **ADD NEW**. Otherwise, click the bus route you want to edit. The following screen shows all the information that is available to be tracked.

Note the following:

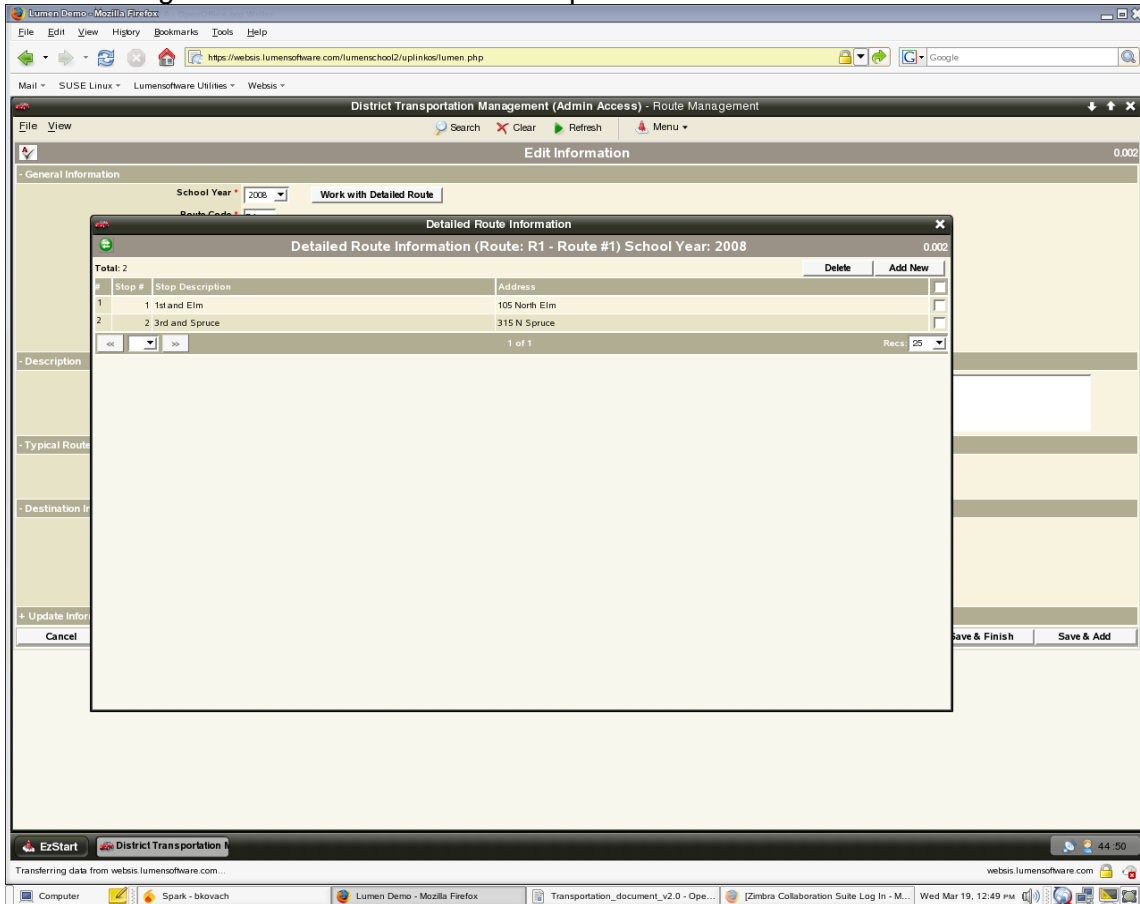
- **Driver:** User selects from the Lumen HR system the staff member. This is not a required field.
- **School Year.** This identifies the **School Year** the route is used. This way a school can:
  - Track routes from one year to the next.
  - Track future staff assignments and rider assignments.
  - Schedule staff and riders ahead of time, ie. summer school and next school year.

## VII. Route Detail

### Overview

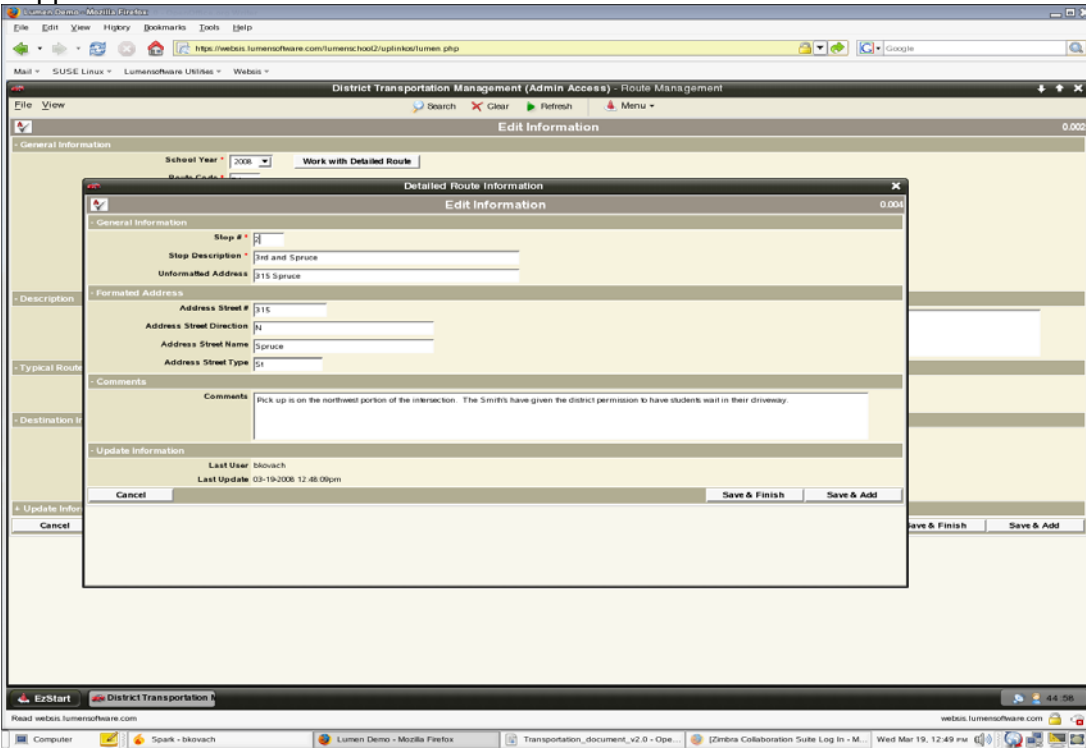
The purpose of this new application, is to allow for tracking stops each vehicle makes. To access this section, click the **WORK WITH DETAILED ROUTE** button (indicated in red in the above image) in the vehicle route details page (see above). The following screen should appear.

**Step 1:** Select a Route by clicking on it, then click the WORK WITH DETAILED ROUTE button. Below is an image of the route details on a sample bus.



**STEP 2:** Add/Edit bus stops by clicking ADD NEW or clicking on a record. The following screen appears.

Enter all the information you wish to track. The FORMATTED ADDRESS section is for mapping. Though

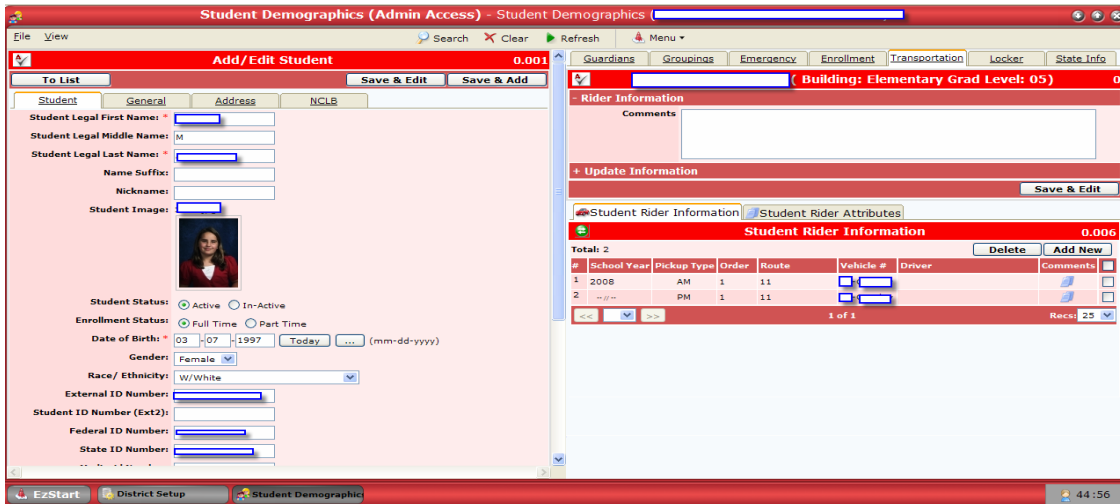


the mapping is not in place, complete this section if you may use it in the future.

## IX. Student Demographics - Student Rider Information Overview

The Transportation tab found in Student Demographics has gone through significant modifications. Your data will be converted to keep the students current bus assignments, but you will need to go through your students to provide new information and check conversion.

**Note: Your old data is still available if it is needed.** Below is a screen shot of the Transportation tab.



Also available is the Student Rider Attribute tab. This section is where

information is entered for each of the attributes the district entered in section III. See the below screen shot.

Guardians Groupings Emergency Enrollment **Transportation** Locker State Info

**( Building: Elementary Grad Level: 05) 0**

**- Rider Information**

Comments

**+ Update Information** **Save & Edit**

Student Rider Information Student Rider Attributes

**Student Rider Attributes 0.002**

Total: 1 **Delete** **Add New**

#	Attribute Code	Description	Last User	Last Update	
1	DIS SEP	Students with Disabilities Transported on Separate Routes K-12	gsupport	03-17-2008 10:23 am	<input type="checkbox"/>

<< >> 1 of 1 Recs: 25

## APPENDIX 1

### Update Information

Districts will need to **Establish** or **Update their Routes** information.

The **morning and afternoon student vehicle assignments** were used to convert the districts previous student route assignments. If a vehicle which is assigned to a student **does not have** a route assigned to it **then a NEW route was created** with the vehicle # assigned. These new system generated route table records were created as such;

**Code** = vehicle #

**Route Name** = Vehicle #

**Route Type** = first one in the def table

**Vehicle** = Select form the vehicle table the matching vehicle.

**Comments** = "System generated."

### General Modifications

- The new **Student Rider Information tab in Student Demographics** replaces the previous **Morning** and **Afternoon Transportation** fields.

### Important Notes:

- **The districts old data is still intact in case it is needed to correct new entries.**
- **The new multiple school rider route table** has been implemented because several districts have students who travel on several different vehicles (many have four vehicles) to attend and return from school.
- The student rider information is stored by school year so that future rider information can be entered for summer school or next school year before the current school year is completed.