

STUDENT TRANSPORTATION

2018-2019 Reimbursement Matrix



IDAHO STATE DEPARTMENT OF EDUCATION

STUDENT TRANSPORTATION

650 W STATE STREET, 2ND FLOOR

BOISE, IDAHO 83702

208 332 6800 OFFICE

WWW.SDE.IDAHO.GOV

CREATED 12/01/2018

Sorted by Ledger Account Definition

Type	Category	Reim-bursed 50%	Reim-bursed 85%	Non-Reim-bursed	Claimed on IBUS Line #
100 Salaries	Bus Drivers (Schedule A/B - Record all school bus driver salary)	x			1
100 Salaries	Bus Assistants (Schedule A/B – Record all school bus assistant salary tied to an IEP or documented safety need)	x			2
100 Salaries	Bus Technician (Schedule A/B – Prorate: Record all time charged to pupil transportation program)		x		3
100 Salaries	Transportation Supervisor Schedule A only – Prorate: Record all time charged to pupil transportation program)	x			4
100 Salaries	Driver Trainer/Other Program Coordinator (Schedule A/B – Prorate: Record all time charged to pupil transportation program)	x			5
100 Salaries	Dispatcher/Secretary (Schedule A/B – Prorate: Record all time charged to pupil transportation program)	x			6
100 Salaries	Other Pupil Transportation Staff (Schedule A/B – Prorate: Record all time charged to pupil transportation program)	x			7
100 Salaries	Indirect Salary Costs (Any administrative or support position above transportation supervisor is not reimbursable)			x	n/a
100 Salaries	Superintendent, assistant superintendent, school principal, payroll personnel, building maintenance supervisors, etc.			x	n/a

Type	Category	Reim-bursed 50%	Reim-bursed 85%	Non-Reim-bursed	Claimed on IBUS Line #
100 Salaries	Crossing guards, loading/unloading area monitors, and transportation building cleaning salaries.			x	n/a
200 Benefits	Life Insurance (Schedule A only – Prorate: Record at same percentage as salary)	x	x		8-50/8-85
200 Benefits	Health Insurance (Schedule A only – Prorate: Record at same percentage as salary)	x	x		9-50/9-85
200 Benefits	Workers Compensation (Schedule A only – Prorate: Record at same percentage as salary)	x	x		11-50/11-85
200 Benefits	FICA (Schedule A/B – Prorate: Record at same percentage as salary)	x	x		12-50/12-85
200 Benefits	PERSI (Schedule A/B – Prorate: Record at same percentage as salary)	x	x		13-50/13-85
200 Benefits	PERSI Sick (Schedule A/B – Prorate: Record at same percentage as salary)	x	x		14-50/14-85
200 Benefits	Other Benefit, Must Be Identified (Schedule A only – Prorate: Record at same percentage as salary); reimbursement of plug-ins, mileage for training, road condition check, and parts retrieval	x	x		15-50/15-85
300 Purchased Services	Leasing School Bus (Schedule A/B – Short-term, emergency only. Must have prior SDE written reimbursement approval)		x		16
300 Purchased Services	Equipment Rental (Schedule A/B – Short-term, emergency only. Must have prior SDE written reimbursement approval)		x		18-85

Type	Category	Reim- bursed 50%	Reim- bursed 85%	Non- Reim- bursed	Claimed on IBUS Line #
300 Purchased Services	Contracted Repairs & Maintenance (Schedule A/B – On yellow school bus only. Not for shop repairs or improvement.) Eligible repairs not directly related to or on yellow school buses are reimbursed at x.	x	x		18-50/ 18-85
300 Purchased Services	Two-way radio (school bus installed radio only) repair and/or maintenance. Portable radios, batteries and radio maintenance agreements are not reimbursable.		x		18-85
300 Purchased Services	Shop or property improvements, painting of curbs, signing, snow removal, grading, road base fill, etc.			x	n/a
300 Purchased Services	Contracted Laundry Service for Coveralls and Rags(Schedule A/B – See coveralls & rags under supplies); prorate for work performed on non-transportation/ non-inventoried vehicles		x		18-85
300 Purchased Services	Contracted Office/Shop Cleaning/Custodial Service			x	n/a
300 Purchased Services	Utilities in Bus Garage(Schedule A/B – Telephone service, garbage collection, water, heat, electricity, sewer, etc.); reimbursement for plug-ins under other benefits; may need to be prorated for non-conforming/ non-transportation vehicles	x			19
300 Purchased Services	Cellular telephone, purchase of			x	n/a
300 Purchased Services	Cellular telephone, basic service agreement; (Limit of two (2) service contracts per district without prior approval – exception	x		x	19

Type	Category	Reim- bursed 50%	Reim- bursed 85%	Non- Reim- bursed	Claimed on IBUS Line #
	allowed with prior SDE written reimbursement approval) up to \$50 per phone per month; up to two cell phone maximum totaling \$1,200 per year				
300 Purchased Services	Internet basic service agreement (Limit of one (1) service contract per district specific to transportation when not networked with district server(s). Up to \$35 per month totaling \$420 per year	x			19
300 Purchased Services	Communications Repeater, purchase of			x	n/a
300 Purchased Services	Communications Repeater, service contract at reasonable cost	x			19
300 Purchased Services	Bus Routing Software (Schedule A/B – Must have prior SDE written reimbursement approval contingent upon efficiencies demonstrated with documented results)	x			20
300 Purchased Services	Annual License and Maintenance Fees Contingent Upon Efficiencies Demonstrated with annual documented results.	x			20
300 Purchased Services	Software and hardware used for maintenance diagnostics, routing, and student accountability. Subject to the annual pre-approval process for initial purchases and software and hardware updates	x			20
300 Purchased Services	Software training			X	n/a
300 Purchased Services	Training – Registration & Travel Costs (Schedule A only – For attending SDE approved training	X	X		21-50/ 21-85

Type	Category	Reim- bursed 50%	Reim- bursed 85%	Non- Reim- bursed	Claimed on IBUS Line #
	conferences & workshops);Must receive prior SDE approval				
300 Purchased Services	CPR or First-Aid Training costs for presenters, workbooks, or cards – Up to \$20 per driver/technician per year.	x			21-50
300 Purchased Services	Idaho State Regional Safety Competition			x	n/a
300 Purchased Services	Trophies, Gifts, Meals, e.g., breakfast, lunch or dinner(refreshments at training workshops are reimbursable expenses)			x	n/a
300 Purchased Services	Idaho State Safety Competition (Limited to winners of regional safety competition according to IAPT rules.)	x			21-50
300 Purchased Services	SDE sponsored Train-the-Trainer, Train-the-Tech Workshops, Regional training, IAPT/SDE combined conference		x		21-85
300 Purchased Services	School Transportation New s Conference and Transporting Students with Special Needs conferences. Limited to a total of three attendees to be split between conferences at the discretion of the district.	x			21-50
300 Purchased Services	IAPT dues that are not part of Idaho Pupil Transportation Summer Conference registration			x	n/a
300 Purchased Services	National Association of Pupil Transportation (NAPT). One representative from each region, individual chosen at regional supervisors meeting and approved by district and SDE, shall be	x			21-50

Type	Category	Reim- bursed 50%	Reim- bursed 85%	Non- Reim- bursed	Claimed on IBUS Line #
	allowed to attend annual NAPT				
300 Purchased Services	Out-of-State Training Conference/Workshop/Se minar (Must have prior SDE written approval)	x			21-50
300 Purchased Services	Regional professional development & training registration fees to bring in professional presenters – Must have prior SDE written approval, must be multi-district attended, not to exceed \$5 per attendee	x			21-50
300 Purchased Services	Employee Benefit Related Costs (Schedule A only) Eligible benefits reimbursed at x if technician or bus repair related; all others at x reimbursement. To be reported on line 8-50 through 15-85.	x	x		21-50/21-85
300 Purchased Services	Vehicle Mileage Reimbursement – (For use of personal vehicle for pupil transportation program mileage only)	x	x		15-50/15-85
300 Purchased Services	Commercial Driver’s License (CDL) Costs – (Licensing costs, third- party testing, vehicle rental, etc.)			x	n/a
300 Purchased Services	FMCSA Physicals	x	x		10-50/10-85
300 Purchased Services	FMCSA Drug Testing Compliance	x	x		10-50/10-85
300 Purchased Services	FMCSA Drug Testing Compliance - Drug and Alcohol Training for Supervisors	x			21-50
300 Purchased Services	Criminal Background Check (33-130, Idaho Code)			x	n/a

Type	Category	Reim- bursed 50%	Reim- bursed 85%	Non- Reim- bursed	Claimed on IBUS Line #
300 Purchased Services	In-house or regional training costs	x			21-50
300 Purchased Services	Refreshments, handouts	x			21-50
300 Purchased Services	Videos, meals, professional presenters (must have prior SDE approval), lodging			x	n/a
300 Purchased Services	Newspaper Ads – limited to employment, calls for bus bids and contracting of transportation system; routing ads are not reimbursable	x			27
400 Supplies	Fuel (Schedule A/B – Must submit documentation of fuel tax rebates. Do not combine with oils or lubricants)	x			23
400 Supplies	Oils & Lubricants (Schedule A/B – Do not combine with fuel costs)		x		26-85
400 Supplies	Shop Materials & Parts(Schedule A/B)	x			26-50
400 Supplies	Fuel for district owned non-conforming vehicles, e.g., pupil transportation shop truck, supervisor/trainer car, van			x	n/a
400 Supplies	Oil & Lubricants for district owned non-conforming vehicles, e.g., pupil transportation shop truck, supervisor/trainer car, van			x	n/a
400 Supplies	Replacement wheelchair lift in used school bus		x		26-85
400 Supplies	Replacement two-way communications radio/telephone in used school bus with prior SDE written approval (must show cost effectiveness, i.e., less expensive than repairing)		x		31

Type	Category	Reim- bursed 50%	Reim- bursed 85%	Non- Reim- bursed	Claimed on IBUS Line #
400 Supplies	Shop Materials & Parts for district owned non-conforming vehicles, e.g., pupil transportation shop truck, supervisor/trainer car, van			x	n/a
400 Supplies	Consumable Office Supplies (Schedule A/B)	x			27
400 Supplies	Office paper, printer cartridges, employment newspaper ads, small print jobs (e.g., work order forms, student conduct forms, pre-trip inspection forms, rules posted in bus, etc.	x			27
400 Supplies	Office furniture, computer hardware/networking, printer, copier lease/maintenance, magazine subscriptions, telephone equipment, fax machine, computer software, training videos, in-school pupil transportation manuals and/or book, large print jobs, large newspaper ads, student policy books/materials/letters, individual student rules (should be incorporated into student conduct violation form), etc.			x	n/a
400 Supplies	Cleaning Supplies (Schedule A/B – Detergent, soap, wax, bus interior broom/mop/brush)		x		26-85
400 Supplies	Coveralls and Rags (Schedule A/B – Coveralls and rags may be reimbursable when in-lieu of laundry service)		x		26-85
400 Supplies	Shop & Hand Tools, District Owned or Employee Tool Allowance – Up to \$600/technician/year; no preapproval required but		x		30

Type	Category	Reim- bursed 50%	Reim- bursed 85%	Non- Reim- bursed	Claimed on IBUS Line #
	tool account still needs to be maintained				
500 Capital Outlay	Lease of Real Property			X	n/a
500 Capital Outlay	Yellow School Bus (Schedule C only – Amortized depreciation over 12 years or amortized based on use and mileage)		x		68
500 Capital Outlay	Communications (Schedule C only) – Amortized depreciation over 12 years or amortized based on use and mileage)		x		68
500 Capital Outlay	Voice communication base station			x	n/a
500 Capital Outlay	VCR & video cameras installed in new bus – Amortized depreciation over 12 or amortized based on use and mileage. Repairs and supplies for existing cameras. Reimbursement for replacement of system allowable with prior approval documenting replacement is more cost effective than repairs. No reimbursements for system or its installation in a vehicle which did not have a camera system included at the bus's original purchase.)		x		26-85/68
500 Capital Outlay	Bus delivery costs when not FOB district			x	n/a
500 Capital Outlay	Interior Overhead Storage Compartments			x	n/a
500 Capital Outlay	Wheelchair lift in new bus		x		68
500 Capital Outlay	Activity-style passenger seats			x	n/a

Type	Category	Reim-bursed 50%	Reim-bursed 85%	Non-Reim-bursed	Claimed on IBUS Line #
500 Capital Outlay	Air-conditioning (Reimbursable only when IEP driven)		x	x	26-85/ n/a
500 Capital Outlay	Any purchased option not part of the original bid without prior approval			x	n/a
600 Interest	Interest Charges – (Finance, late fees, interest, leases, special fees etc. are non-reimbursable costs)			x	n/a
600 Insurance	Real Property Loss Insurance (Schedule A only – Building structure only, no contents)	x			32
600 Insurance	Vehicle insurance (6-927, Idaho Code)			x	n/a

Sorted by General Definition

Type	Category	Reim-bursed 50%	Reim-bursed 85%	Non-Reim-bursed	Claimed on IBUS Line #
Office	Batteries, for office phone			x	n/a
Office	Books, handbooks, legal, auto diagnosis, etc.			x	n/a
Office	Calculator, office			x	n/a
Office	CDL skills test			x	n/a
Office	Coffee supplies, etc.			x	n/a
Office	Computer, lap top/ desk top			x	n/a
Office	Copier maintenance/lease/rental			x	n/a
Office	Copies: timesheets, purchase orders, student handbooks			x	n/a
Office	Copies: business cards, pre-trip forms, trip forms, discipline forms	x			27

Type	Category	Reim- bursed 50%	Reim- bursed 85%	Non- Reim- bursed	Claimed on IBUS Line #
Office	Driver record fees (available at no cost using SDE contract form)			x	n/a
Office	Driver record fees from a state other than Idaho	x			27
Office	Employment banner	x			27
Office	Extension Cord, for office			x	n/a
Office	Furniture, office			x	n/a
Office	Laminating route maps, within reasonable cost	x			27
Office	Late billing fees			x	n/a
Office	Legal notices, for bus bidding/employment/contr acting	x			27
Office	Magazine subscriptions, Mailing charges			x	n/a
Office	Memory stick/thumb drive	x			27
Office	NAPT membership			x	n/a
Office	Notary stamp & bond			x	n/a
Office	Routing Software (pre- approval & annual documented efficiencies: overlay map by routes)	x			20
Office	Software and hardware used for maintenance diagnostics, routing, and student accountability, with preapproval.	x			20
Travel/ Training	ASE test fees & registration	x			21-50
Travel/ Training	CDL/S Endorsement license fees			x	n/a
Travel/ Training	CPR/First Aid Training (maximum of \$20 per year per driver)	x			21-50
Travel/ Training	Driver drug testing travel	x			21-50
Travel/ Training	Drug and alcohol training for supervisor	x			21-50
Travel/ Training	IAPT regional bus safety competition fee			x	n/a
Travel/ Training	IAPT regional meeting expenses			x	n/a

Type	Category	Reim-bursed 50%	Reim-bursed 85%	Non-Reim-bursed	Claimed on IBUS Line #
Travel/ Training	Online Moreton training (transportation personnel approx. \$1.50/year each), w/SDE training	x			21-50
Travel/ Training	Parking fees for bus on trip			x	n/a
Travel/ Training	Registration fees, handbooks, and presenter fees for Non-SDE driver training			x	n/a
Travel/ Training	SDE Buster training, within region		x		21-85
Travel/ Training	Supervisor personal vehicle mileage to check bus stops (yes). To follow bus (no).	x			21-50
Travel/ Training	Steering Committee Travel		x		21-85
Travel/ Training	Technician trainings, other than SDE's (prior approval required)	x			21-50
Employee	Custodian salary to clean transportation facility			x	n/a
Employee	Employee Assistance, i.e. Business Psychology Associates	x			9-50
Employee	Incentives, rewards			x	n/a
Employee	Legal Services, for personnel issues			x	n/a
Employee	Per diem on field trips			x	n/a
Employee	Snow removal hired out as a contracted service			x	n/a
Parts/Supplies	Accident kits in buses (disposable camera, forms, etc in package)			x	n/a
Parts/Supplies	Air hose, for shop compressor (tool)		x		30
Parts/Supplies	Barrel pump (tool)		x		30
Parts/Supplies	Batteries		x		26-85
Parts/Supplies	Batteries, handheld 2-way radios			x	n/a
Parts/Supplies	Bug screen/winter front		x		26-85
Parts/Supplies	Bungee cords	x			26-50

Type	Category	Reim- bursed 50%	Reim- bursed 85%	Non- Reim- bursed	Claimed on IBUS Line #
Parts/Supplies	Camera, in new bus/tapes/on bus repair, limited extra digital hard drives (w/pre-approval)		x		26-85
Parts/Supplies	Camera, replacement with preapproval		x		26-85
Parts/Supplies	Car seats, for children of student parents			x	n/a
Parts/Supplies	Car seats, for IEP	x			26-85
Parts/Supplies	CB radio			x	n/a
Parts/Supplies	Cleaning supplies		x		26-85
Parts/Supplies	Clip boards, for bus	x			26-50
Parts/Supplies	D-Con/Raid/Wasp Spray	x			26-50
Parts/Supplies	Extension Cord, for buses	x			26-50
Parts/Supplies	Extension Cord, for shop	x			26-50
Parts/Supplies	Fire blanket			x	n/a
Parts/Supplies	First aid supplies: yes for required bus items; no for medicine in driver's lounge		x	x	26-85
Parts/Supplies	Floor dry, absorbent, ice melt for bus	x			26-50
Parts/Supplies	Fuel hose on filling station			x	n/a
Parts/Supplies	Fueling station parts/repairs, nozzle, monitoring stick tests			x	n/a
Parts/Supplies	Garden hose	x			26-50
Parts/Supplies	Gas can			x	n/a
Parts/Supplies	Gloves, disposable		x		26-85
Parts/Supplies	Gloves, mechanics		x		30
Parts/Supplies	Head lice spray	x			26-50
Parts/Supplies	Integrated/Child Safety Restraint Seats - first two rows already preapproved option; pre-approval required beyond first 2 rows in new bus (seek special ed funds first)		x		26-85
Parts/Supplies	Ladder			x	n/a
Parts/Supplies	Laundry service for rags/uniforms		x		18-85

Type	Category	Reim- bursed 50%	Reim- bursed 85%	Non- Reim- bursed	Claimed on IBUS Line #
Parts/Supplies	License plate, exempt		x		26-85
Parts/Supplies	Light bulbs, tuff bulb, trouble lights	x			30
Parts/Supplies	Locksmith for bus			x	n/a
Parts/Supplies	Maintenance contracts (i.e. radios)			x	n/a
Parts/Supplies	Nozzle, Wash Hose	x			26-50
Parts/Supplies	Oil sample testing (for diagnostic purposes)		x		18-85
Parts/Supplies	Orange cones/ traffic cones (and paint for cones)			x	n/a
Parts/Supplies	Oxygen tank rental, Propane/Acetylene (welding)		x		26-85
Parts/Supplies	Pager			x	n/a
Parts/Supplies	Parts Washer, maintenance/recycling		x		18-85
Parts/Supplies	Parts Washer, parts & repair			x	n/a
Parts/Supplies	Passenger vest	x			26-50
Parts/Supplies	Pressure Washer/Steam Cleaner, parts & repair			x	n/a
Parts/Supplies	Propane tank rental for heating building or bus fuel			x	n/a
Parts/Supplies	Radio, 2-way, on bus only, repair & installs		x		18-85
Parts/Supplies	Radio, Base station and repair to			x	n/a
Parts/Supplies	Radio, FCC License	x			18-50
Parts/Supplies	Repairs to pressure washer			x	n/a
Parts/Supplies	Repeater, purchase/installation/equi pment/repairs/property lease.	x		x	n/a
Parts/Supplies	Safety vest			x	n/a
Parts/Supplies	Saw Blades		x		30
Parts/Supplies	Seat pouches	x			26-50
Parts/Supplies	Shop tools; \$600 limit per tech per year; no preapproval required but		x		30

Type	Category	Reim- bursed 50%	Reim- bursed 85%	Non- Reim- bursed	Claimed on IBUS Line #
	tool account still needs to be maintained; full amount for split between tech and supervisor				
Parts/Supplies	Shop truck, routine maintenance items/fuel (No), mileage in support of yellow bus (Yes), mileage to/from home that is not cost effective in-lieu of a bus route (No)	x		x	n/a
Parts/Supplies	Shop vacuum			x	n/a
Parts/Supplies	Signage - road signs, loading signs, etc			x	n/a
Parts/Supplies	Snow shovel			x	n/a
Parts/Supplies	Toilet, portable			x	n/a
Parts/Supplies	Tow rope		x		26-85
Parts/Supplies	Towing		x		18-85
Parts/Supplies	Wash brush		x		26-85
Parts/Supplies	Washing, buses		x		26-85
Parts/Supplies	Weather station			x	n/a
Parts/Supplies	Welding/brazing rods, wire for welder		x		30
Parts/Supplies	Wheel chair for lift bus training			x	n/a
Parts/Supplies	Window route changers			x	n/a
Parts/Supplies	Windshield washer fluid		x		26-85
Facilities/ Utilities	Cell phone service: if district uses in-lieu of 2-way radios, allowed over the maximum. Shared minutes plan. Pre-approval and must show cost effective.	x			19
Facilities/ Utilities	Ice melt custodial			x	n/a
Facilities/ Utilities	Kleenex			x	n/a
Facilities/ Utilities	Repeater rental	x			19
Facilities/ Utilities	Sanitation tax			x	n/a

Type	Category	Reim- bursed 50%	Reim- bursed 85%	Non- Reim- bursed	Claimed on IBUS Line #
Facilities/ Utilities	Softener salt			x	n/a
Facilities/ Utilities	Storage rental			x	n/a
Misc.	Deductible, bus collision insurance. Or, reimburse bus repairs.		x		26-85
Misc.	Deductible, bus liability insurance			x	n/a
Misc.	Insurance, garage structure only. Pro-rate for shared facility.	50%			32
Misc.	Rental car for bus accident			x	n/a
Other Benefits	Mileage reimbursement for supervisor to check roads	x			15-50
Other Benefits	Reimbursement for bus plug ins	x			15-50
Contracted Repairs/Services	sump pump, wash bay recycle serv		x		18-85
Contracted Repairs/Services	bus washing, contracted		x		18-85
Contracted Repairs/Services	FCC license	x			18-50
Contracted Repairs/Services	Allowable technician laundry service		x		18-85
Utilities	repeater rental	x			19
Utilities	Cell phone allowance to \$50 per phone; up to two cell phone maximum totaling \$1,200 per year	x			19
Utilities	Internet data allowance to \$35 per month totaling \$420 per year	x			19
Office	Software and hardware used for maintenance diagnostics, routing, and student accountability. Subject to the annual pre-approval process for initial purchases and software and hardware updates.	x			20

Type	Category	Reim- bursed 50%	Reim- bursed 85%	Non- Reim- bursed	Claimed on IBUS Line #
Training and Travel	ASE registration/testing	x			21-50
Training and Travel	CPR training, Red Cross supplies (\$20/trainee)	x			21-50
Training and Travel	district training, snacks	x			21-50
Training and Travel	NAPT – one per region	x			21-50
Training and Travel	STN + TSD Conference – total of three	x			21-50
Training and Travel	district state instructors, in-district training	x			21-50
Training and Travel	Supervisor drug and alcohol training	x			21-50
Fuel	Fuel, Fuels tax refund, DEF	x			21-50
Shop Materials/Parts	broom, dust pan, spray bottles, in bus		x		26-85
Shop Materials/Parts	clip boards, clocks, flashlights, in bus	x			26-50
Shop Materials/Parts	garbage cans, in bus		x		26-85
Shop Materials/Parts	wasp spray, decon for buses	x			26-50
Shop Materials/Parts	extension cord, trouble light, tuff bulb	x			26-50
Shop Materials/Parts	floor dry, absorbent	x			26-50
Shop Materials/Parts	garden hose/nozzle	x			26-50
Shop Materials/Parts	ice melt for buses	x			26-50
Shop Materials/Parts	disposable gloves		x		26-85
Shop Materials/Parts	hand cleaner, orange	x			26-50
Shop Materials/Parts	small batteries		x		26-85
Shop Materials/Parts	bungee cords		x		26-85

Type	Category	Reim- bursed 50%	Reim- bursed 85%	Non- Reim- bursed	Claimed on IBUS Line #
Shop Materials/Parts	headlight cleaners		x		26-85
Shop Materials/Parts	tire protectant		x		26-85
Shop Materials/Parts	window cleaner		x		26-85
Shop Materials/Parts	paper towels, disinfectant wipes, cloths	x			26-50
Shop Materials/Parts	trash can liners	x			26-50
Shop Materials/Parts	bus wash soap		x		26-85
Shop Materials/Parts	wash brush		x		26-85
Shop Materials/Parts	Shop towels, allowable technician uniform purchases		x		26-85
Office	newspaper advertisements, bus bids	x			27
Other Benefits	mileage reimbursement for parts run		x		15-85
Other Benefits	mileage reimbursement to SDE trainings		x		15-85
Contracted Repairs/Services	fire extinguisher service, annual		x		18-85
Contracted Repairs/Services	parts washer recycling		x		18-85
Contracted Repairs/Services	oil recycling		x		18-85
Contracted Repairs/Services	repairs, outsourced bus		x		18-85
Contracted Repairs/Services	tire repairs		x		18-85
Contracted Repairs/Services	towing		x		18-85
Contracted Repairs/Services	bus radio repairs		x		18-85

Type	Category	Reim- bursed 50%	Reim- bursed 85%	Non- Reim- bursed	Claimed on IBUS Line #
Training and Travel	Combined SDE/IAPT Conference		x		21-85
Training and Travel	SDE training fees, TTT, tech		x		21-85
Training and Travel	travel expense to SDE trainings		x		21-85
Training and Travel	Steering Committee travel		x		21-85
Training and Travel	regional SDE supervisors meetings		x		21-85
Training and Travel	expenses while on long bus repair trip		x		21-85
Shop Materials/Parts	antifreeze, brake fluid, trans fluid		x		26-85
Shop Materials/Parts	brake cleaner, WD-40, penetrating oil, degreaser, solvent		x		26-85
Shop Materials/Parts	decals		x		26-85
Shop Materials/Parts	lap belts, wheelchair tie downs		x		26-85
Shop Materials/Parts	first aid kits, in bus		x		26-85
Shop Materials/Parts	license plates		x		26-85
Shop Materials/Parts	oxygen/acetylene		x		26-85
Shop Materials/Parts	paint, wheels		x		26-85
Shop Materials/Parts	repair parts, bus		x		26-85
Shop Materials/Parts	mechanics gloves		x		26-85
Shop Materials/Parts	repairs, 2-way radios and cameras		x		26-85
Shop Materials/Parts	radio, am/fm replacement in bus		x		26-85
Shop Materials/Parts	Material for seat repairs		x		26-85
Shop Materials/Parts	tires		x		26-85

Type	Category	Reim- bursed 50%	Reim- bursed 85%	Non- Reim- bursed	Claimed on IBUS Line #
Shop Materials/Parts	welding rods/wire		x		26-85
Shop Materials/Parts	nuts/bolts		x		26-85
Shop Materials/Parts	washer fluid, in bus		x		26-85
Tools	\$600 limit per tech per year; no preapproval required but tool account still needs to be maintained		x		30