Safety Busing Training

IDAHO STATE DEPARTMENT OF EDUCATION
STUDENT TRANSPORTATION

650 W STATE STREET, 2ND FLOOR
BOISE, IDAHO 83702
208 332 6800 OFFICE
WWW.SDE.IDAHO.GOV

UPDATED 02/06/2020

SAFETY BUSING TRAINING

"Safety Busing Areas" is the location in IBUS where users request annual approval of safety busing areas with students living less than 1.5 miles from the nearest appropriate school and receiving transportation services.

REPORT DUE DATE

March 1, 2020

Safety Busing Area Management in IBUS

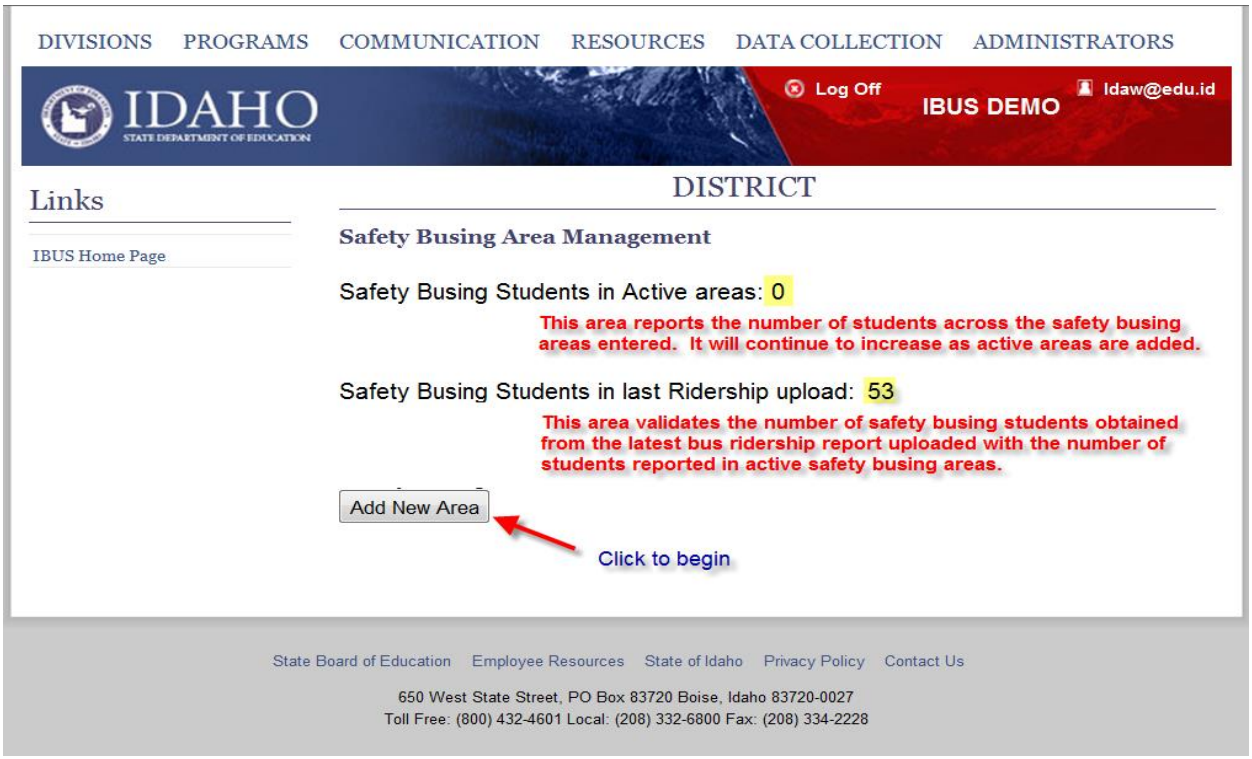
- Add New Areas
- Validate ridership count with safety busing riding areas
- Save and Submit
- Annual renewals and three year re-evaluation process

SAFETY BUSING TRAINING IBUS SCREEN SHOTS

1. Log-in to IBUS to access your district's home page. At this location select **Safety Busing Areas** to access the reporting page:

This link will lead to the main safety busing reporting area. This area contains a visual validation of the number of safety busing students reported on the district's ridership report with the number of students being reported within each safety busing area.

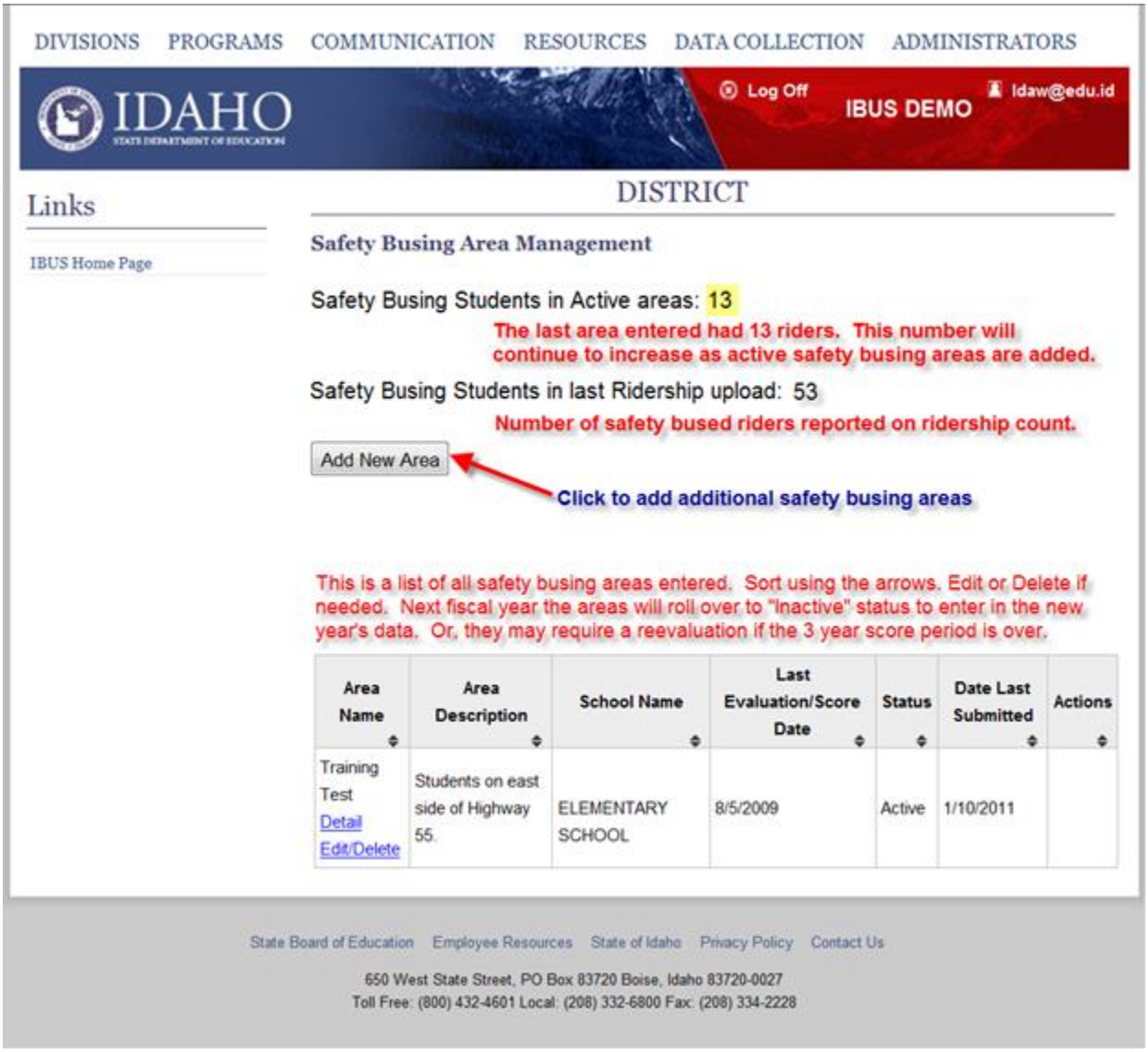
2. Click on "Add New Area" to enter a safety busing area. Note: This area should be utilized only if there is an actual New Area from previous safety busing updates.



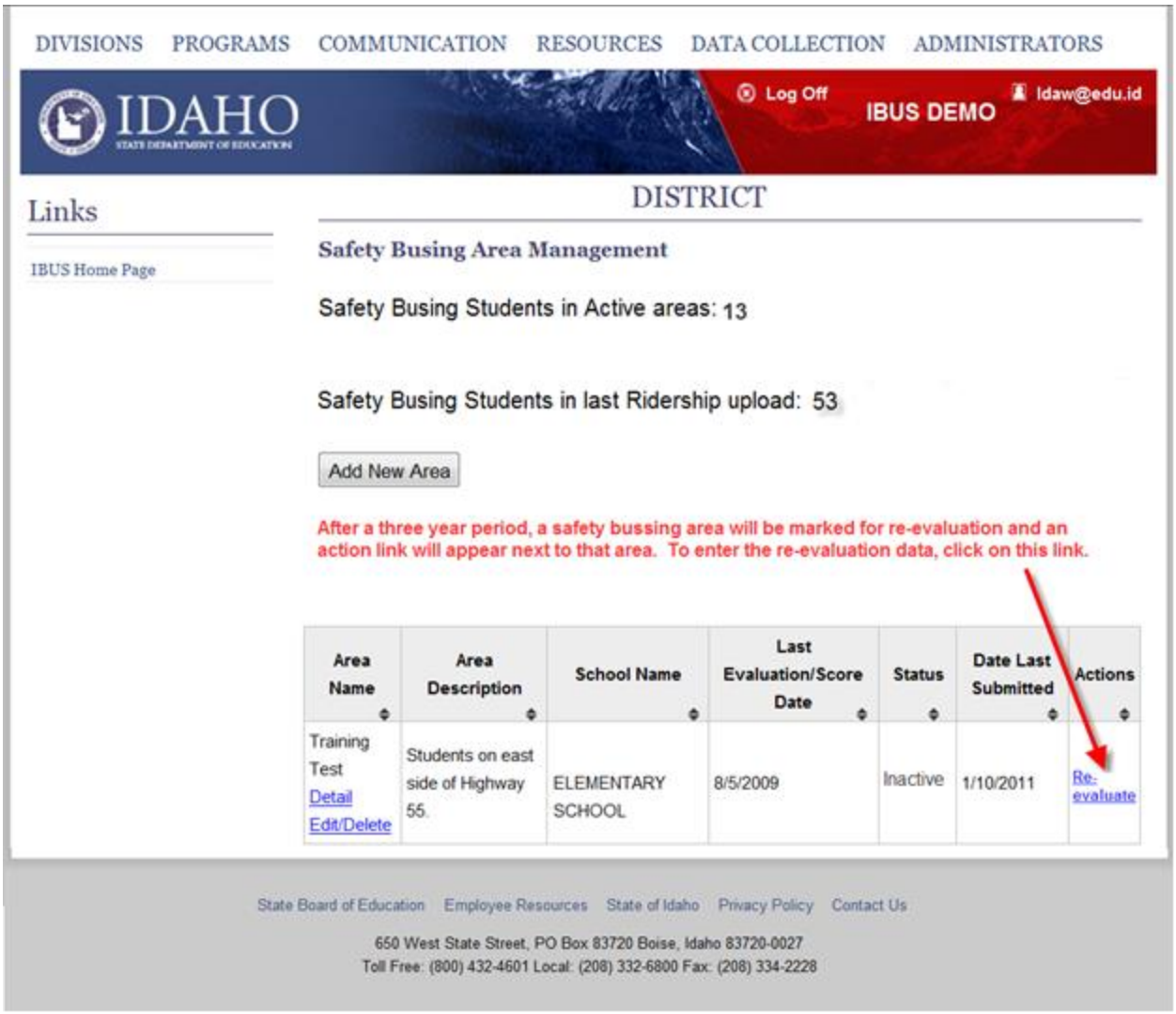
When adding a New Safety Busing Area, an area may be a single school or an area may consist of multiple schools nearby, as determined by the district. A consistent area definition is most important. If an area consists of multiple schools, report all schools in the area description.

3. Enter the required data and click **Save and Submit.** If more than one school is in the safety busing area, select all applicable schools as described above. Note: The evaluation date must be within the past three years, the board approval date must be during the fiscal year of the request, and the number of riders for the area must be actual riders tied to the last ridership count week.

The **Safety Busing Area Management** keeps a record of areas entered and if they are in "Active" status. The management area will roll over each year within IBUS. Take note of the date provided on this screen and select **Add New Area** to continue entering safety busing areas. If any needs to be edited or removed, click on the Edit/Delete link.



4. Re-evaluating or submitting an update to the safety busing area. Anytime a score expires (Every 3 Years), the system will move the safety busing area to Inactive status and show a Re-evaluate link under the Actions column heading. Each year every safety busing area will need to be re-evaluated or submitted by March 1st deadline.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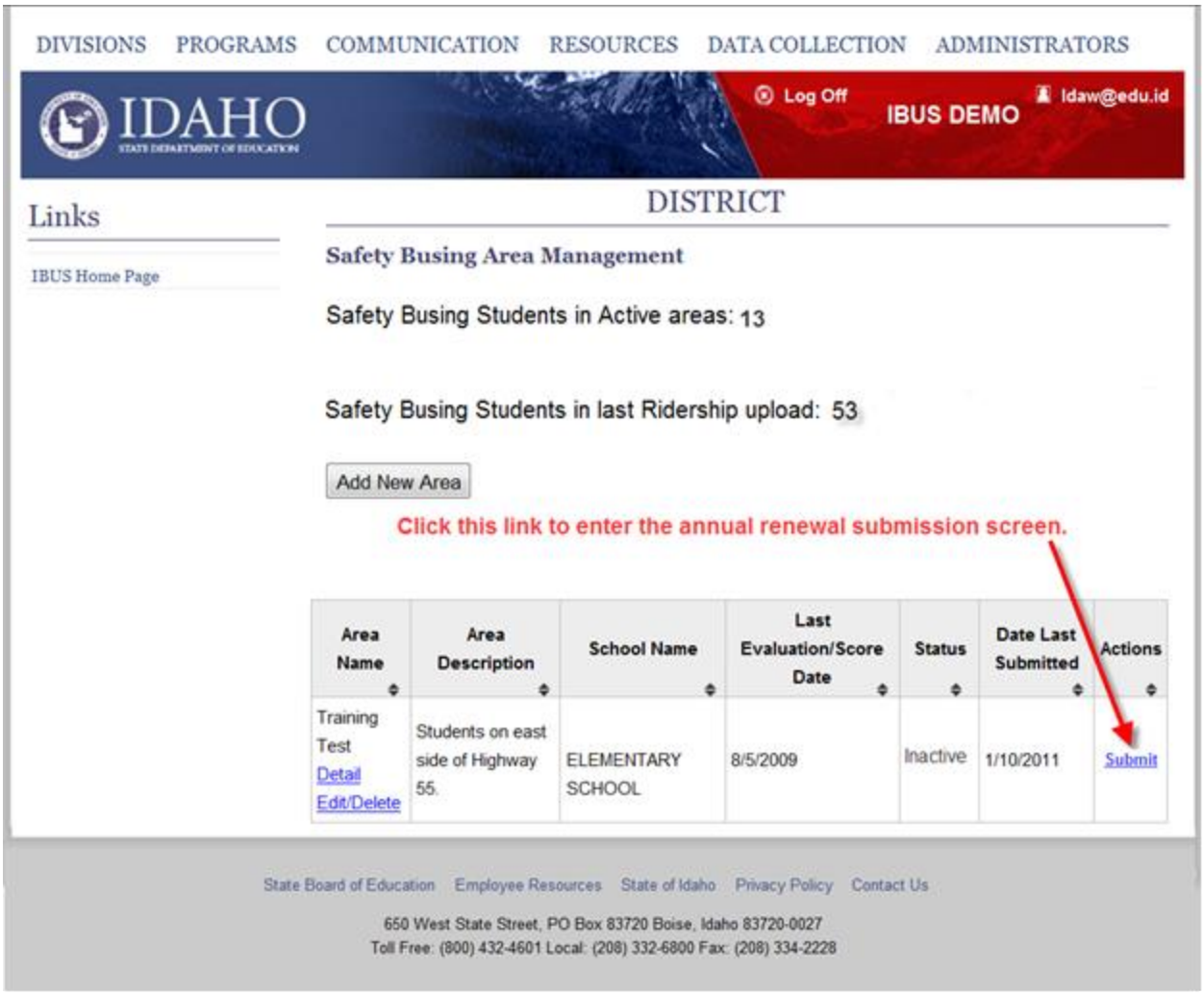
IDAHO
STATE DEPARTMENT OF EDUCATION
Log Off
IBUS DEMO
Idaw@edu.id
Links
IBUS Home Page
DISTRICT
Safety Busing Area Management
Safety Busing Students in Active areas: 13
Safety Busing Students in last Ridership upload: 53
Add New Area
After a three year period, a safety bussing area will be marked for re-evaluation and an action link will appear next to that area. To enter the re-evaluation data, click on this link.
Area Name
Area Description
School Name
Last Evaluation/Score Date
Status
Date Last Submitted
Actions
Training Test
Detail
Edit/Delete
Students on east side of Highway 55.
ELEMENTARY SCHOOL
8/5/2009
Inactive
1/10/2011
Re-evaluate
State Board of Education
Employee Resources
State of Idaho
Privacy Policy
Contact Us
650 West State Street, PO Box 83720 Boise, Idaho 83720-0027
Toll Free: (800) 432-4601 Local: (208) 332-6800 Fax: (208) 334-2228

At the start of a new fiscal year, IBUS will roll all other safety busing areas to “Inactive” status.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Add New Area
Click this link to enter the annual renewal submission screen.
Area Name
Area Description
School Name
Last Evaluation/Score Date
Status
Date Last Submitted
Actions
Training Test
Detail
Edit/Delete
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ELEMENTARY SCHOOL
8/5/2009
Inactive
1/10/2011
Submit
State Board of Education
Employee Resources
State of Idaho
Privacy Policy
Contact Us
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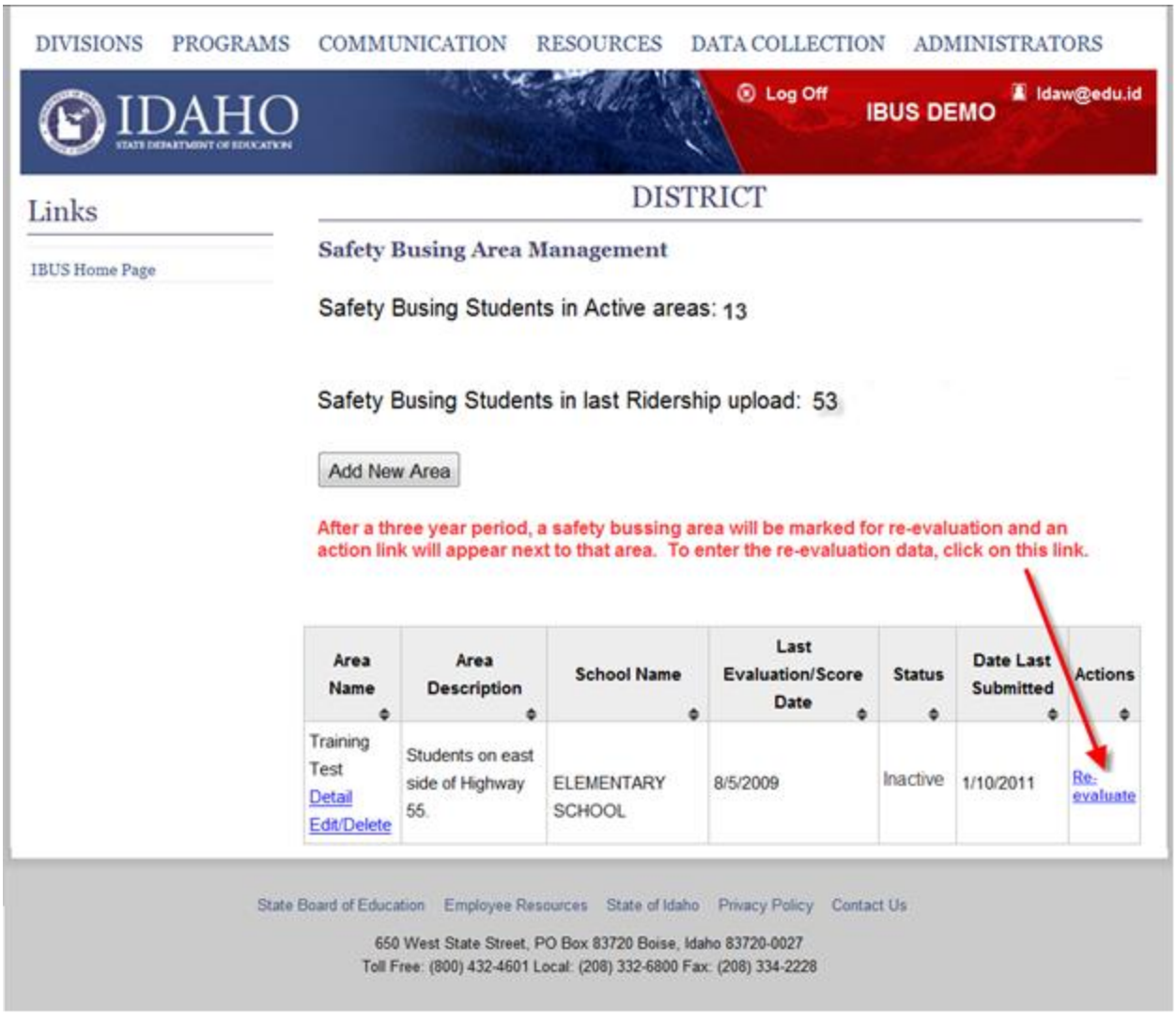
Continue entering renewals or re-evaluations until no safety busing area listed has a link in the actions column.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