

## Desk Audit Compliance Audit Checklist SCHOOL TRANSPORTATION

**District/Charter:** \_\_\_\_\_ **Reviewer:** \_\_\_\_\_

**School:** \_\_\_\_\_ **Desk Audit Review Date(s):** Begin October 1 End December 1

**Date that data/documentation is available:**

No later than October 1 annually

**Legislation/Regulation Authority:**

Title 14, §508 Responsibility for student transportation, as amended by the annual Budget Bill

Title 14, §2901 Regulation governing design and operation of school bus

**Intent of the Legislation/Regulation:**

To ensure there are school transportation contracts are in place

**Focus of Review:**

To determine which contracts are to be supported by State funding

**Method of Assessment:** (Check all that apply)

- Document Review
  - Requires district submission
  - Resides at DOE
- Data Analysis
  - Requires district submission
  - Resides at DOE

**From 2007 to 2009 what guidance, technical assistance, and/or professional development has been offered to the districts and charters regarding this regulation?**

Annual start of school e-mails and monthly transportation supervisor meetings

Required District and Charter School Compliance Items of School Transportation	Check in 2009-10? (Y/N)	Evidence	Compliance			Comments
			Yes	No	N/A	
School Transportation Contracts	Y	School Transportation Contracts				