



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

RICK SNYDER
GOVERNOR

BRIAN J. WHISTON
STATE SUPERINTENDENT

MEMORANDUM

DATE: September 15, 2016

TO: Local and Intermediate School District Superintendents and
Public School Academy Administrators

FROM: Susan Broman, Deputy Superintendent *SB*
P-20 System and Student Transitions

SUBJECT: SE-4159 Transportation Logs for 2016-17

This communication is to notify you that the SE-4159-SL Specialized Transportation Log and SE-4159-RL Regular Transportation Log are now available to be downloaded at the following link:

[State Aid Transportation](#)

These logs are to be used to document the number of pupils transported during the pupil transportation count week of October 3-7, 2016. The completed logs will then be used to complete the 2016-17 SE-4094 Transportation Expenditure Report to be returned electronically to the Center for Educational Performance Information (CEPI). Since the transportation logs are used to document payment, the logs need to be kept on file at the district for a period of three years.

Please duplicate as necessary for your use during the Pupil Transportation Count Week. If you have any questions, please contact [Ms. Dianne Easterling](#), or by calling the Office of Special Education, Program Finance at 517-241-1235.

cc: Michigan Education Alliance

STATE BOARD OF EDUCATION

JOHN C. AUSTIN – PRESIDENT • CASANDRA E. ULBRICH – VICE PRESIDENT
MICHELLE FECTEAU – SECRETARY • PAMELA PUGH – TREASURER
LUPE RAMOS-MONTIGNY – NASBE DELEGATE • KATHLEEN N. STRAUS
EILEEN LAPPIN WEISER • RICHARD ZEILE

608 WEST ALLEGAN STREET • P.O. BOX 30008 • LANSING, MICHIGAN 48909
www.michigan.gov/mde • 517-373-3324