



# District-Owned Special Education School Bus Transaction

**Report Due Immediately Following Any Transaction**  
**Submit for each district-owned special education bus added or deleted**

## District Information

District Name: \_\_\_\_\_ District Number: \_\_\_\_\_ District Type: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## Special Education Bus Purchase Information

Bus Number: \_\_\_\_\_ Date Delivered: \_\_\_\_\_  
**Type:**    A-I        A-II        B        C        D  
                 Model Year                   VIN Number:  
**Chassis:**  
Blue Bird        Chevrolet        Ford        Freightliner        GMC        International        Spartan  
Thomas        Other (specify): \_\_\_\_\_  
                 Model Year                   Seating Capacity  
**Body:**  
Blue Bird        Carpenter        Collins        Corbeil        Girardin        International        Mid Bus  
Thomas        U.S. Bus        Other (specify): \_\_\_\_\_  
**Special Equipment:**    Wheelchair Lift/Ramp  
**Fuel Type:**    Gasoline        Diesel        Alternative

Purchased with federal special education funds:    Yes        No

Vehicles purchased with federal funds are not eligible for bus depreciation per Minnesota Statutes, section 123B.92, subdivision 1 (a)(ii) and (iii), as the costs have already been covered 100 percent.

## Special Education Bus Disposal Information

**Disposal Type:**    Trade-In        Sold        Destroyed        Junked  
                 Other (specify): \_\_\_\_\_  
Transaction Date: \_\_\_\_\_ Bus Number: \_\_\_\_\_  
                 Model Year                   VIN Number:  
**Chassis:**  
Amtran        Blue Bird        Chevrolet        Ford        Freightliner        GMC        International  
Spartan        Thomas        Other (specify): \_\_\_\_\_  
                 Model Year:                   Seating Capacity:  
**Body:**  
Amtran        Blue Bird        Carpenter        Collins        Corbeil        Girardin        International  
Mid Bus        Thomas        U.S. Bus        Other (specify): \_\_\_\_\_  
**Fuel Type:**    Gasoline        Diesel        Alternative

## Cost Information

Include freight costs in the price of the bus.

Total Gross

If there is a trade-in, the trade-in allowance must be entered on that line.

Trade-In

Net Cost

The tax and fees line must be completed.

The tax must be paid on the total price of the bus (chassis and body) after the trade-in allowance has been deducted.

Tax/Fees

Net Cost

## Verification of Information

I hereby verify that the information provided on this form is true and accurate to the best of my knowledge.

Signature – Superintendent/Responsibility Authority

Date



Minnesota Statutes, section 123B.92, subdivision 1(b)(4)(vii), provides that the vehicle must be used primarily for the transportation of pupils with disabilities. Primarily means that a majority of the costs for routes for this bus are charged to UFARS, finance dimension 723, Transportation of Students with Disabilities.

## Descriptions of School Buses



**Type A:** A type “A” school bus is a van conversion or bus constructed utilizing a cutaway front section vehicle with a left-side driver’s door. This definition includes two classifications: Type A-I, with a Gross Vehicle Weight Rating (GVWR) less than or equal to 14,500 pounds; and Type A II, with a GVWR greater than 14,500 pounds and less than or equal to 21,500 pounds.



**Type B:** A type “B” school bus is a conversion or body constructed and installed upon a van or front-section vehicle chassis, or stripped chassis, with a gross vehicle weight rating of more than 10,000 pounds, designed for carrying more than 10 persons. Part of the engine is beneath or behind the windshield and beside the driver’s seat. The entrance door is behind the front wheels.



**Type C:** A type “C” school bus is constructed utilizing a chassis with a hood and front fender assembly. The entrance door is behind the front wheels. A “type C school bus” also includes a cutaway truck chassis or truck chassis with cab, with or without a left side door, and with a GVWR greater than 21,500 pounds.



**Type D:** A type "D" school bus is a body installed upon a chassis, with the engine mounted in the front, midship or rear, with a gross vehicle weight rating of more than 10,000, designed for carrying more than 10 persons. The engine may be behind the windshield and beside the driver's seat; it may be at the rear of the bus, behind the rear wheels, or midship between the front and rear axles. The entrance door is ahead of the front wheels. A type D school bus has a maximum length of 45 feet.