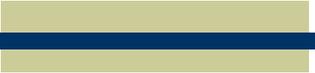# TDTIMS Overview

What is TDTIMS?

&

Why Do We Do It?

TDTIMS

- TDTIMS is an Annual Audit (or comparison) of your "computerized" Bus Routes to the "real world" Bus Routes within your district.
- There are 4 Specific Measures used to compare:
  - 1) Daily Number of Buses
  - 2) Daily Number of Student Riders
  - 3) Daily Bus Miles
  - 4) Daily Driver Hours
- Each of these computerized measures must meet at least 90% of the official numbers reported to NCDPI.

TDTIMS

♦ Your computerized Bus Routes should be a nearly perfect representation of what your buses are doing throughout a typical school day.

This includes…

- The location of where buses park during school hours and where they park overnight.

- The location of each bus stop, in the correct order, from begging to end

- The approximate time at each stop (give or take a few minutes)

- Each stop also needs the correct students assigned so that Passenger Lists are accurate and can be relied upon by your district

TDTIMS:
Importance of Accurate Data

- The information you submit in the Annual TDTIMS Report is used to determine your LEAs Efficiency Rating.
- The Efficiency Rating examines your Transportation Operations as a whole and uses the results to allocate the amount of funding you will receive the following school year.
- If your computerized TIMS Routes do not accurately reflect what your buses are doing, then your Efficiency Rating will be incorrect and may lead to decreased funding for next year.

TDTIMS:
Importance of Accurate Data

- Having precise Student Assignments to Bus Stops is very important.
- One of the key figures used in allocating your annual funding is the Student to School Distance for Bus Riders
  - The closer students live to school, the lower cost per rider
  - The farther students live from school, the more expensive cost per rider
- So it is important to have the correct students assigned to each stop and each stop on the correct bus route.
- Make sure your TIMS is accurate and…
- GET CREDIT FOR THE HARD WORK YOU DO

TDTIMS Overview

The Annual TDTIMS Audit <u>compares</u> your computerized bus routing data, in <u>TIMS</u>, to the data submitted to NCDPI as part of <u>TD2 and TD2-R</u>

The TD2 and TD2-R Deadline was October 17th,

Lets look at the TD2 and TD2-R Reports

TD2 Report

The annual TD2 Report, sometimes known as the Student Counts Report, is a total of your daily bus riders as collected during the last week of September.

We compare your Total Daily Riders from the TD2 to your Assigned Riders in TIMS

TD2 Report

The Unit Summary Page of the TD2 contains the data we compare to TIMS

Grand Total – Number of Students Transported

A. REGULAR BUS RUNS (HOME TO SCHOOL)		
1. TOTAL NUMBER OF STUDENTS TRANSPORTED ON REGULAR BUSES		3959
2. How many of these are Pre-K Students?	6	
3. TOTAL NUMBER OF STUDENTS TRANSPORTED ON EXC. CHILD. BUSES		123
4. How many of these are Pre-K Students?	24	
5. GRAND TOTAL - NUMBER OF STUDENTS TRANSPORTED (1 + 3)		4079

TD2-R

The annual TD2-R Report lists each Bus operated on a daily basis, the daily Miles (Odometer or GPS) for each bus as well as the daily Route Hours paid to each of your drivers.

We compare your Total Number of Buses, Miles and Driver Hours from the TD2-R to your Total Buses, Miles and Hours in TIMS

Total Miles

- In addition to student data, TDTIMS calculates total bus miles traveled by your computerized bus routes.

- These figures can be extremely accurate when TIMS data matches your Bus Routes.

  - Correct Bus Parking Locations
  - Correct Stop Locations and Stop Order
  - Correct Street Path of Travel
  - Correct Bus Turnarounds

- Please ensure drivers are following your TIMS Driving Directions or that your TIMS Routes match what the schools and drivers report they are doing.

Driver Hours

- In addition to student and mileage data, TDTIMS calculates total driver hours estimated by your computerized bus routes.
- This is often the most common measure LEAs have trouble meeting 90% of their official numbers reported to NCDPI
  - Bell Times and especially the Early/Late Transportation Windows can impact this calculation.
  - Correct Road Speeds and other Map Calibrations will also increase/decrease the accuracy of your driving times.
  - Also, the way drivers are paid (timesheets, time clocks, GPS) may cause differences between TIMS estimates and payroll hours.
- These figures can be extremely accurate if TIMS is used correctly and drivers are paid accurately.

TD2-R

The Summary Page of the TD2-R contains the data we compare to TIMS

Number of Buses

Route Hours

Route Mileage

CALCULATED FIELDS		NUMBER BUSES	ROUTE HOURS	DAILY RATE	LEAVE HOURS		LEAVE COMP.	ROUTE MILEAGE
LEA TOTALS FOR REGULAR BUSES		92	284.01	$ 3,243.74	4129.0	$	51,787.09	4903.5
LEA TOTAL FOR EXCEPTIONAL CHILD BUSES		12	109.2	$ 1,322.67	2787.6	$	34,258.44	1010.4
LEA GRAND TOTALS		104	393.21	$ 4,566.41	6916.6	$	86,045.53	5913.9

Why do we compare TIMS and the TD2 and TD2-R?

Student Distance Data is used in the funding formula to help calculate the annual transportation allotment (PRC-56) for your district.

Therefore, we compare TIMS Data to "Real World" Data from your Head Counts, Reported Daily Miles and Reported Daily Payroll Hours to ensure the data is as accurate as possible before applying TIMS Student Distance information to help determine your annual transportation allotment.

TDTIMS Data Comparison

The number of Assigned Students, Daily Miles, Daily Hours and Daily Buses Operated in TIMS must, at a minimum, meet 90% of the numbers submitted to NCDPI on the TD2 and TD2-R

TIMS as % of DPI (TDTIMS Summary)				
	Riders	**Miles**	**Hours**	**Buses**
TIMS	6927	6188.34	332.5	111
			55.5	Total Non-Driving Time in Hrs.
			388	Total TIMS Time
DPI	6317	6081	380.7	111
%	109.66%	101.77%	101.92%	100.00%

TDTIMS Ridership Comparison

TIMS as % of DPI (TDTIMS Summary)				
	Riders	**Miles**	**Hours**	**Buses**
TIMS	6927	6188.34	332.5	111
			55.5	Total Non-Driving Time in Hrs.
			388	Total TIMS Time
DPI	6317	6081	380.7	111
%	109.66%	101.77%	101.92%	100.00%

In this example, TIMS shows 6,927 daily riders and the TD2 showed an average of 6,317 each day during Students Counts Week. The difference of 610 riders averages out to less than 6 students per bus who are assigned in TIMS but may not have ridden during students count week.

Hint: If you maintain accurate data, your Assigned Riders in TIMS should ALWAYS be more than your actual Daily Riders

TDTIMS
Miles Comparison

TIMS as % of DPI (TDTIMS Summary)				
	Riders	**Miles**	**Hours**	**Buses**
TIMS	6927	6188.34	332.5	111
			55.5	Total Non-Driving Time in Hrs.
			388	Total TIMS Time
DPI	6317	6081	380.7	111
%	109.66%	101.77%	101.92%	100.00%

In this example, TIMS shows 6,188 daily miles and the TD2-R reported 6,081 daily miles for the entire bus fleet. The difference of 107 miles averages out to less than one-mile per bus.

Hint: If you maintain accurate data, your planned Bus Miles in TIMS should ALWAYS be more than your actual Daily Miles

TDTIMS
Hours Comparison

In this example, TIMS shows planned bus routes should produce up to 388 Daily Driver Hours and the TD2-R reported 380.7 Daily Driver Hours from Payroll. The difference of 7.3 hours equals 438 min, which averages out to less than 4 minutes difference per bus.

Hint: If you maintain accurate data, your planned Routes in TIMS should produce precise estimates of Daily Payroll Hours for each Route.

TDTIMS
Bus Comparison

TIMS as % of DPI (TDTIMS Summary)

	Riders	Miles	Hours	Buses
TIMS	6927	6188.34	332.5	111
			55.5 Total Non-Driving Time in Hr.	
			388 Total TIMS Time	
DPI	6317	6081	380.7	111
%	109.66%	101.77%	101.92%	100.00%

In this example, TIMS shows 111 buses are operated daily while the TD2-R shows the same 111 buses in daily operation

Hint: Bus comparisons should always be 100% unless a bus was added or removed after the TD2-R was turned in during October and before TDTIMS is submitted in November
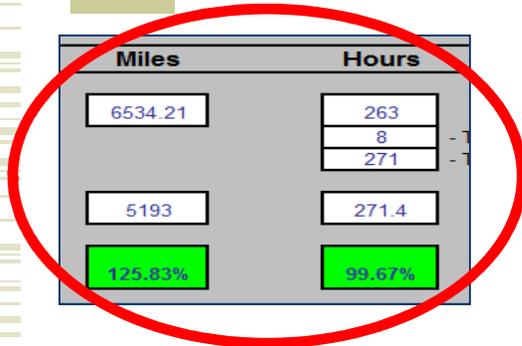
TDTIMS
Consistent Miles & Hours Data

TIMS as % of DPI (TDTIMS Summary)

	Riders	Miles	Hours	Buses
TIMS	6927	6188.34	332.5	111
			55.5 Total Non-Driving Time in Hrs.	
			388 Total TIMS Time	
DPI	6317	6081	380.7	111
%	109.66%	101.77%	101.92%	100.00%

In this example, both comparisons (miles and hours) are off by the same approximate percentage (101.77% and 101.92%)

Hint: If either piece of data (Bus Miles or Driver Hours) are Above/Below 100%, then you should expect the other piece of data to be off by the same percentage.

TDTIMS
Inconsistent Miles & Hours Data

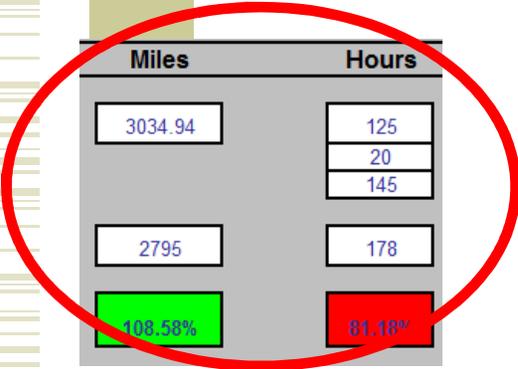| Miles	Hours
6534.21	263
	8
	271
5193	271.4
125.83%	99.67%

In this example, the Driver Hours comparison is nearly perfect as TIMS Data show 271 Driving Hours and Payroll shows 271.4 Paid Hours Daily. (99.67%)

The Miles comparison raises a lot of questions as TIMS shows 6,534 Miles being Driven Daily, but the Odometer Mileage shows just 5,193 miles (125.83%). The additional 1,341 miles in TIMS does not make sense, especially when you consider the Hours were an exact match.

Question: How fast would TIMS Buses have to be driving to do an extra 1,300 miles in the same amount of time?

Answer: They cannot. Accuracy of TIMS Data is Highly Questionable

TDTIMS
Bad Driver Hours

In this example, TIMS Data show that the 3,034 Miles driven daily by TIMS routes should result in 145 Daily Driver Hours.

However, the TD2-R reported 2,795 miles being driven each day while Payroll reported 178 Daily Hours being paid to drivers.

Question: How can TIMS show buses doing an extra 240 miles per day in 33 less hours?

Answer: Driver Payroll Error – Drivers were being paid for more hours than they were driving

TDTIMS
Bad Student Assignments

Accurate Student Assignments are the most important piece of the Annual TDTIMS Audit as Student Distance Data (how far your riders live from school) is one of the key factors in determining your annual funding allotments.

Therefore, if you do not have all of your daily bus riders assigned in TIMS, the data used to calculate your funding may be incorrect. In order for your TDTIMS Student Distance to be used in the funding formula, your TIMS Assignments must meet at least 90% of your Students Headcounts from the TD2.

	Riders
TIMS	2143
DPI	2575
%	83.22%

This district submitted data with just 83% of their headcount riders being assigned in TIMS. As a result, their data could not be used in the funding formula.

TDTIMS
Minimal Student Assignments

Since student assignments in TIMS must meet at least 90% when compared to Student Headcounts, there are some districts who, upon reaching the 90% minimum, believe they have done enough and will submit their TIMS Data as Current and Accurate.

	Riders
TIMS	11645
DPI	12715
%	91.58%

In this example, the district has "passed" the audit with 91.58% of their Students Assigned in TIMS. However, their TIMS Assignments are still short 1,070 students when compared to their Student Headcounts.

This minimal submission can result in skewed funding for next year based on the students distances of the riders you do not have assigned in TIMS.

Hint: TIMS Assigned Riders should ALWAYS be more than your actual daily ridership. Otherwise, your buses are likely to be overcrowded and, in the event of a bus accident, your passenger lists would not be accurate.

Get an Early Start

Don't wait until October 31st to discover there is a problem with your TIMS Data.

The TD2 and TD2-R contain the numbers that we compare to your TIMS Data, so get an early start and complete your own internal audit of the data.

Perform an Internal Audit

A lot of districts complete their own comparison of TIMS Data to the data submitted in the TD2 and TD2-R.

Since the TD2 and TD2-R are due a few weeks before TDTIMS, we encourage you to compare your own data at the bus level to ensure no large discrepancies are present during the submission of TDTIMS.

Hint: Districts who utilize TIMS correctly already have the most current and accurate information available in the computer and have no worries when it comes to meeting 90% on any measure.

Perform an Internal Audit

BUS NO.	TYPE OF RUN	TYPE STUDENT	TOTAL # STUDENTS TRANSPORTED
172	R	R	56
173	R	R	48
175	R	R	52

Student Counts

The TD2 lists the Total Number of Students Transported for each bus in operation. Once the TD2 has been completed, you can compare your TIMS Assignments on each Bus to the Headcounts from each bus.

Hint: this internal audit can help prioritize your updates on the buses that are the "most incorrect"

Perform an Internal Audit

Bus Miles &
Driver Hours

B	C	D	E	F	G	H	I
1	2	3	4	5	6	7	8
BUS NO.	SCH. NO.	DRIVER NAME	EMP. ST	RUR/ URB.	INTRA CITY	RT. MI. DAILY	ROUTE HOURS
27						22	2.0
56						50	3.2
183						41	3.0
193						40	2.8
194						30	2.7

The TD2-R lists the Daily Miles and Daily Driver Hours for each bus in operation. Once the TD2-R has been completed, you can compare your TIMS Miles and Hours to the TD2-R Miles and Hours for each bus.

Hint: The TDTIMS Diagnostic: Route Times and Miles Detail will provide a bus by listing of TIMS Miles and Hours that you can use to compare to TD2-R Miles and Hours

Diagnostic Reports will help

- Stops/Runs/Routes > Diagnostic: Stops Times After 5:00 PM

- Stops/Runs/Routes > Diagnostic: Stops Times Before 6:00 AM

  *Note: your data is not 'wrong' if you have stops listed after 5:00 PM or before 6:00 AM – your goal is to have TIMS accurately reflect what is really happening with your bus routes on a typical day.

- Stops/Runs/Routes > Diagnostic: Route Time and Miles Summary

- Stops/Runs/Routes > Diagnostic: Route Time and Miles Detail

- Stops/Runs/Routes > Diagnostic: Neg. Times Between Runs

- Stops/Runs/Routes > Diagnostic: Runs Zero Loaded Miles

- Bus Passes > Diagnostic Route Riders Schdst <= 0

- Bus Passes > Students Stop not on Rte

- Bus Passes > Students Stop Distance > Half-Mile

Diagnostics to Identify Students Missing PowerSchool ID

TDTIMS Data from 2014-2015 contained over 8,300 student records without a PowerSchool ID. Almost 7,000 of these students were assigned bus riders.

- 61 LEAs submitted at least one student without a PowerSchool ID as part of TDTIMS.
- One LEA submitted nearly 4,300 bus riders without a PowerSchool ID

In an effort to prevent this, we encouraged all LEAs to avoid hand entering students into TIMS and to complete a Student Upload (UPSTU) from PowerSchool if they discovered they were missing students in TIMS.

The goal is to have Zero Students without a PSID across All LEAs

Diagnostics to Identify Students Missing PowerSchool ID

There are two new diagnostics in TIMS to identify students and bus riders who are missing a PowerSchool ID.

- ◆ All Students and Transportation > Diagnostic: Students Missing PowerSchool ID
- ◆ All Students and Transportation > Diagnostic: Riders Missing PowerSchool ID

Moving forward, LEAs should avoid hand entering any students into TIMS. All student records should be brought into TIMS by completing an UPSTU using the TIMS Extract from PowerSchool.

Please review the results of the new diagnostics and make sure all Bus Riders have a valid PowerSchool ID prior to submitting TDTIMS. Bus Riders missing a PowerSchool ID will not be applied toward annual funding allotments.

At the very least, LEAs will need to hand enter the missing PowerSchool ID into TIMS for all assigned Bus Riders.

Other Things to Check

♦ **Examine the data for completeness before generating the reports:**

- Are your Bell Times Correct?
- Are all riders located and assigned to stops?
- Are all riders on routes?
- Do both AM and PM runs exist and are they placed on routes?
- Do you have any runs with zero mileage due to incomplete run directions?
- For routes serving multiple runs AM and/or PM, is the slack time between runs valid?
- Have you included special needs runs and routes?

TDTIMS Deadline

The TDTIMS Deadline
is
Monday November 7th