



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING

RICK SNYDER  
GOVERNOR

BRIAN J. WHISTON  
STATE SUPERINTENDENT

**MEMORANDUM**

**DATE:** September 21, 2017

**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 2017-18

This communication is to notify you that the [SE-4159-SL Specialized Transportation Log](#) and [SE-4159-RL Regular Transportation Log](#) are now available for download. Additional information regarding the logs, instructions and electronic filing can be found at the Michigan Department of Education website located under [Transportation](#).

- The logs may be used to document the number of pupils transported during the pupil transportation count week of October 2-6, 2017.
- The [SE-4159-SL](#) and [SE-4159-RL](#) will be used to complete the online [2017-18 SE-4094 Transportation Expenditure Report](#) electronically to the Center for Educational Performance Information (CEPI). **PLEASE NOTE:** 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.

Questions may be directed to the Office of Special Education, Program Finance, at 517-241-1235.

cc: Michigan Education Alliance

**STATE BOARD OF EDUCATION**

CASANDRA E. ULBRICH – CO-PRESIDENT • RICHARD ZEILE – CO-PRESIDENT  
MICHELLE FECTEAU – SECRETARY • TOM MCMILLIN – TREASURER  
NIKKI SNYDER – NASBE DELEGATE • PAMELA PUGH  
LUPE RAMOS-MONTIGNY • EILEEN LAPPIN WEISER

608 WEST ALLEGAN STREET • P.O. BOX 30008 • LANSING, MICHIGAN 48909  
[www.michigan.gov/mde](http://www.michigan.gov/mde) • 517-373-3324