Springtime TDTIMS for the 2020-2021 School Year.

TDTIMS for the 2020-2021 school year is a special end of year data collection and shortened data comparison following the reopening schools in North Carolina during the spring of 2021. The May 2021 TDTIMS Data will not be used for Annual Funding Allotments but still needs submitted for other state reporting requirements.

LEA Transportation Directors have been asked to collect and submit end of year Student Headcounts (TD2) and an abbreviated TD2-R that only reports the number of buses in operation and some limited bus driver information. The 2020-2021 TDTIMS process will not compare Daily Bus Miles and Daily Driver Hours. Current end of the year TIMS Data will only be compared to the Number of Buses and Total Bus Riders reported on the TD2 and TD2R.

LEAs are not subject to the normal 90% minimal submission requirements.

A special workbook for the 2020-2021 TDTIMS has been created and asks limited information compared to the normal November data submission. Although LEAs are not required to “Pass” TDTIMS with at least 90% on all measures, the workbook does provide the traditional TDTIMS Percentage Comparison and LEAs are strongly encouraged to submit up to date TIMS Data that reflects end of year operations.

It is our intent that the submission reflects routes similar to the students being transported during the more active spring semester and, if feasible, the routes active during the student count. Accordingly, it is necessary that an UPSTU has occurred since April 1st and that all Bus Runs and Routes process successfully within the TIMS data submitted.

There is much being done on the summer school front and looking towards the new school year. LEA transportation directors will need to determine what can reasonably be accomplished to best reflect the students provided transportation services this year. The information will not be used for funding purposes as would normally occur.

Transportation Departments can complete TDTIMS as soon as the TD2 and TD2R have been submitted to DPI. TDIMS will begin being accepted on Monday May 10th, 2021.

TDTIMS are due for All LEAs by the end of the school year.

TIMS Support Staff at NCSU-ITRE and the UNCC Urban Institute are available to answer any questions or assist with submitting end of the year TDTIMS.

Data Preparation 2020-2021 TDTIMS:

Depending on end of year operations in each LEA (Plan A or Plan B) and local methods of TIMS Data Management (SN Data), some LEAs may need to submit TIMS Data from multiple datasets. Most LEAs operating in Plan A will only submit one set of TIMS Data. If operating in Plan B and managing different TIMS Datasets, consult with TIMS Support Staff on best approach to completing submission requirements.

The processes below are the general steps to take in both TIMS-NT and TIMS-SQL in reviewing TIMS Data and preparing for submitting TDTIMS. If managing multiple TIMS Datasets, these steps should be performed in all databases to be submitted for TDTIMS.

1. LEAs must have completed at least one UPSTU since April 1st, 2021.

*Most LEAs should have transitioned to using the New TIMS Extract beginning in February 2021. Information about the New TIMS Extract can be found here:* [*http://www.ncbussafety.org/TIMS/index.html*](http://www.ncbussafety.org/TIMS/index.html)

1. All Runs and Routes must fully process.

*Although Driver Time and Bus Miles are not being compared, it is still important to ensure all Runs and Routes process within the system. This helps ensure early\late stop times, bus miles and driving hours are as correct as possible.*

1. After processing Run and Routes, use the TDTIMS Report Diagnostics to review the accuracy of

TIMS Data and look for potential errors or extreme anomalies.

* The MinMax, Stops Before 6:00am and Stops After 5:00pm Diagnostics are a good starting place to look for any extreme errors.
  + - *If they show a 3:30am pickup or 10:40pm drop-off, users should try to correct those extreme anomalies.*
    - *If the times are somewhat accurate, proceed with TDTIMS.*
* The Route Time and Miles Summary and Detail Reports are also handy to review and look for extremely incorrect Bus Miles or Driver Hours.
  + - *Time and Miles are not being compared this year but should still be a close proximity to actual daily operations.*
* Since Buses in Operation and Assigned Students are being compared, the following Workbook Reports should be examined as part of data preparation.
  + **Workbook: Route Count**
    - *Ideally, the number of Routes in TIMS will exactly match the TD2R. If running less buses than normal, staff may need to delete unused Route IDs still in TIMS.*
  + **Workbook: Count of Valid Riders**
    - Traditionally LEAs must match at least 90% between TIMS Riders and TD2 Student Headcounts. Although LEAs are not subject to the 90% minimal requirement this year, staff are encouraged to submit data reflecting end of the year school bus routes and ridership.
    - Ideally, the number of Assigned Riders in TIMS will be more than 100% (slightly higher than actual headcounts) as some students may not have ridden or missed school during driver counts.

Please consult the 2019 Preparing for TDTIMS Document for the location and a more a detailed overview of all TDTIMS Diagnostics: [*http://www.ncbussafety.org/TIMS/index.html*](http://www.ncbussafety.org/TIMS/index.html)