

# SBAP Student Special Transportation Tracking Log Instructions

Each vehicle must use this log to record the names of special education students that appear on their special transportation student list and the dates which the students received special transportation

**LEA:** Enter the name of your LEA.

**Month:** Enter the transportation month.

**Student Name:** Enter the names of all students listed on the special transportation student roster.

**Dates:** In the date-numbered fields, put a checkmark in every date on which a student received special transportation.

**LEA Signature:** The person designated by the LEA to complete the log should also sign it.

**Date:** Enter the date that the completed log was signed.