

R 8611 SUBSCRIPTION BUSING

A. Definitions

1. Students remote from schools - Elementary students who live more than two miles from their public school of attendance and secondary students who live more than 2 and 1/2 miles from their public school of attendance. N.J.S.A. 18A:39-1
2. Students less than remote from schools - All elementary students who live less than two miles from their public school of attendance and secondary students who live less than 2 and 1/2 miles from their public school of attendance. N.J.S.A. 18A:39-1
3. Subscription busing - Students who live less than remote from their public school of attendance with transportation to and from their school with the parent(s) or legal guardian(s) paying part of the cost of the transportation including but not limited to the cost of the transportation contract and/or the cost of fuel, driver salaries and insurance, if district bus(es) are used. N.J.S.A. 18A:39-1.3
4. Total transportation cost - The total route cost of the transportation contract with the transportation contractor and/or the cost to operate a district owned bus to include the cost of fuel, driver salaries and insurance.
5. Per student subscription transportation cost - The total transportation cost of the route divided by the number of students who will be using the transportation service to and from their public school.
6. Financial hardship - Parent(s) or legal guardian(s) whose children qualify for free and reduced priced meals under the State school lunch program as established by the State Board of Education. N.J.S.A. 18A:39-1.4

B. Establishing Subscription Transportation Routes

1. Parent(s) or legal guardian(s) of students who do not receive Board provided transportation will be notified by School Business Administrator/Board Secretary that subscription busing may be available for the subsequent school year.



2. Parent(s) or legal guardian(s) of students who do not receive Board provided transportation may notify the School Business Administrator/Board Secretary that they would be interested in subscription busing for the subsequent school year by completing the Subscription Busing Request Form provided by the school district.
 3. In the event the school district's transportation department has district owned vehicle(s) to provide this transportation, the School Business Administrator/Board Secretary will develop a cost for the subscription bus route to be operated using district owned buses and staff. The cost of the subscription bus route operated by district owned buses may include all costs to operate the route including but not limited to the cost of fuel, driver salaries and insurance.
- C. Awarding and/or Providing Subscription Bus Service
1. The cost for each subscription bus route shall be determined by School Business Administrator/Board Secretary. Bids specifications shall provide the Board at least thirty calendar days to make an award or to reject the bid.
 2. The projected cost to each student shall be calculated using the total cost of the subscription bus route divided by the total number of students that have completed a Subscription Busing Request Form.
 3. Upon the calculation of the projected per student subscription transportation cost, the School Business Administrator/Board Secretary shall provide each parent(s) or legal guardian(s) with a Subscription Busing Contract to be completed and returned to the School Business Administrator/Board Secretary within fifteen calendar days of its receipt. The parent(s) or legal guardian(s) will be deemed to not want the subscription transportation if the Subscription Busing Contract is not returned within fifteen calendar days of its receipt by the parent(s) or legal guardian(s).
 4. The parent(s) or legal guardian(s) will be informed that the per student cost provided to the parent in the Subscription Busing Contract is a projection. The Board reserves the right to increase the per student cost in the event the number of students change.
 5. The parent(s) or legal guardian(s) contracting for subscription bus service is required to pay the total cost of subscription busing when requested by the School Business Administrator/Board Secretary.

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