

Policy

SUBSCRIPTION BUSING

Subscription busing is transportation extended to students who do not meet the current Saddle River board of Education eligibility requirements for transportation (see board policy 3541.1 Transportation Routes and Services). This transportation will be provided from currently existing bus stops by the board when seats are available.

Application Procedure

Students will be assigned seats on a first-come, first-served basis. All applications will be date and time stamped. If demand exceeds available seats, the board shall use a lottery system in assigning seats. A drawing shall be made for each seat available. The names of all applicants who return the application by the deadline shall be written upon paper slips, placed in container and randomly drawn one at a time. The container shall be turned and shaken thoroughly to mix the paper slips.

Correctly completed applications must be received in the board of education office no later than the close of business hours on the deadline date as specified by the board for the current school year.

Payment

Parents/guardians whose children receive subscription busing will pay a fee for subscription busing in accordance with the law.

- A. A payment schedule will be established by the board. First payment must be received in the board of education office by the above referenced deadline. Checks must be made payable to the Saddle River Board of Education;
- B. Payment amount will be established by the board according to all anticipated costs and will be adjusted accordingly by the board for any given year;
- C. Prorated refunds will only be given for the following reasons:
 1. Transfer out of the district;
 2. Assignment of new students who are eligible for mandated transportation, resulting in unavailability of a subscription busing seat;
- D. Financial hardship – consideration shall be given to parents/guardians who are interested in obtaining subscription busing, but cannot afford the busing due to financial hardship. Financial hardship shall be demonstrated by establishing eligibility for the free or reduced lunch program;
- E. Any parent/guardian who does not pay subscription fee as agreed will forfeit the opportunity for future subscription busing.

Seat Assignment Procedures

The following rules shall apply to the assignment of seats:

- A. Seat availability will be determined annually;
- B. Based on the date and time of receipt of an application and of any distance criteria established by the board, available seats will be assigned;

SUBSCRIPTION BUSING (continued)

- C. The board of education reserves the right to remove any subscription students from the bus, if necessary, to provide busing for students meeting the previously established eligibility requirements. Appropriate prorated refunds will be given. Five days' notice will be given to a parent/guardian before a student is removed;
- D. A minimum of eight seats will be reserved, if possible, for new students meeting the eligibility requirements detailed in board policy 3541.1 Transportation Routes and Services.

Transported students will be assigned a seat on the bus and must remain seated during the bus ride. Transported students shall be well behaved and comply with board policies 3541.33 Transportation Safety and 5131 Conduct and discipline. All buses will be equipped with seat belts, and students must use the seatbelt in the seat assigned to him/her. The rules and regulations for student conduct on the bus will be issued to each student annually.

Violations of the rules may result in disciplinary action, including a forfeiture of one's bus transportation.

NJSBA Review/Update: May 2014
 Adopted: December 2014

Legal References:	<p><u>N.J.S.A.</u> 18A:7F-57 <u>N.J.S.A.</u> 18A:22-8.6 <u>N.J.S.A.</u> 18A:36A-13 <u>N.J.S.A.</u> 18A:39-1 <u>et seq.</u> <u>See particularly:</u> <u>N.J.S.A.</u> 18A:39-1.2 through -1.9 <u>N.J.S.A.</u> 18A:46-19.6 <u>N.J.S.A.</u> 18A:46-23 <u>N.J.S.A.</u> 39:3-10.9 <u>et al.</u> <u>N.J.S.A.</u> 39:3-27 <u>N.J.A.C.</u> 6A:27-1.1<u>et seq.</u> <u>See particularly:</u> <u>N.J.A.C.</u> 6A:27-1.1(b), -2.1, -3.1, -5.1, -6.2, -6.3, -6.4, -9.2(e), -11.1, -13.3 <u>N.J.A.C.</u> 6A:30-1.1<u>et seq.</u></p>	<p>Calculation of state aid for transportation Transportation (budget line item) Transportation services (charter schools) Transportation To and From Schools Transportation to location or maintenance of vehicular classrooms to obtain services; payment of cost Transportation of students; special classes; handicapped children; state aid <u>New Jersey Commercial Drivers License Act</u> Free registration of certain vehicles; transfer to other motor vehicles Student Transportation Evaluation of the Performance of School Districts</p>
--------------------------	--	--

Possible

Cross References:	<p>*3220/3230 State funds; federal funds *3516 Safety *3541.1 Transportation routes and services *3541.33 Transportation safety *4211 Recruitment, selection and hiring *5131 Conduct and discipline *5200 Nonpublic school students</p>
--------------------------	--

*Indicates policy is included in the Critical Policy Reference Manual.