

District Policy

8600- TRANSPORTATION (M)

Section: Operations

Date Created: October, 2013

Date Edited: July, 2017

The Board of Education shall transport eligible pupils to and from school and school related activities in accordance with N.J.S.A. 18A:39-1 et seq., N.J.A.C. 6A:27-1 et seq. and Board policy. Transportation shall be provided only to eligible public and nonpublic (and charter, if applicable) school pupils, authorized school staff members, and adults serving as approved chaperones.

The Board will provide transportation to and from school for public school pupils less than remote from their school in grades K - eight who live more than 2.0 miles from the school they attend and in grades nine - twelve who live more than 2.5 miles from the school they attend.

The Board has determined that no public school pupil in grades Pre-K to two or classified as IEP Sped Trans shall be required to ride a school bus more than forty-five minutes one way per day. The Board has determined that no nonpublic and/or charter school pupil shall be required to ride a school bus more than forty-five minutes one way per day. (Applies to In-District Routes Only)

Pupils in grades K – eight shall not be required to walk more than one mile to the bus stop to which they have been assigned.

The Board will transport disabled pupils in accordance with N.J.S.A. 18A:46-1 et seq. and Policy No. 8670.

The Board will approve all bus routes by October 15th of each school year. Bus routes for all non-remote pupils who must walk to and from school along hazardous routes will be designated. The Board will consider, but shall not be limited to, the criteria outlined in N.J.S.A 18A:39-1.5 in determining “Hazardous Routes.”

The Board will not be responsible for the transportation of nonresident pupils to or from school, except that transportation to and from school will be provided for homeless children for whom the district is determined to be the district of residence and for homeless children enrolled in this district when no district of residence has been determined.

The Board will transport resident children who attend a nonpublic or charter school in the State of New Jersey not more than twenty miles from their residence, but not a lesser distance from their residence than that required for the transportation of pupils enrolled in the schools of this district. Pursuant to N.J.A.C. 6A:27-2.2, pupils living more than twenty miles from their nonpublic school are eligible for transportation services when other pupils living within the

district, whose residence is less than twenty miles from school, are transported to the same nonpublic school.

Transportation services will be provided in accordance with N.J.A.C. 6A:27-2.2(c)2, and this policy to a nonpublic school located outside the State not more than twenty miles from the pupil's home.

Aid in lieu of transportation will be provided to a parent(s) or legal guardian(s) of nonpublic and charter pupils pursuant to N.J.S.A. 18A:39-1. When the schools of this district are closed for inclement weather or other conditions, no transportation will be provided for pupils enrolled in any public, nonpublic and/or charter school except that when weather-related conditions improve significantly by 12:00 noon, regular afternoon transportation will be provided to the nonpublic schools that had children delivered in the morning by parents or alternate transportation methods.

On inclement weather days on which the Superintendent calls for a 90-Minute Delayed Opening, the Transportation Department will notify all affected bus contractors that morning transportation for the nonpublic schools will be suspended, for those schools that opt for a normal schedule. Such suspension of services is subject to each school certifying that they have the approval of their parents for this suspension of services and that alternate transportation will be provided to these students by the school or parent at no cost to the Board of Education.

When the Board provides transportation of pupils to and from county vocational schools, schools classified pursuant to Chapter 46 of N.J.S.A. 18A of the New Jersey Statutes, and/or when the Board has in the prior year provided payments in lieu of transportation for any nonpublic schools pursuant to N.J.S.A. 18A:39-1 or the Board cannot provide transportation in the ensuing school year the Board will utilize MOESC for providing cooperative transportation services in accordance with N.J.S.A. 18A:39-11.1. The Board will attempt to use one of the agencies prior to determining to pay aid in lieu of transportation if in the prior year payments in lieu of transportation were provided. The Board will provide to the MOESC any unique limitations or restrictions of the required transportation.

When the costs to provide transportation in cooperation with MOESC is less than the aid in lieu of payments, the Board will contract with the MOESC to provide transportation. The Board will make the determination on the manner in which transportation services shall be provided in accordance with N.J.S.A. 18A:39-11.1 and shall notify the nonpublic school and the parent(s) or legal guardian(s) of the nonpublic school by August 1 prior to the beginning of the school year.

Transportation in cooperation with MOESC will not be required when the district can provide transportation at a lower cost than the MOESC or the transportation provided by MOESC does not fall within the policies of the Board regarding length of ride and assignment of pupils to a route based on pupil age or classification.

Vehicles used to transport pupils to and from school or school related activities shall meet standards, registration and inspection requirements of the New Jersey Departments of Education and Transportation. The operation and fiscal management of the district's transportation system

shall be conducted in strict accordance with rules of the State Board of Education and the Department of Education Policy and Procedures Manual for Pupil Transportation.

Students will be transported based on their home address. The “distance from home to school” calculation will be based on the measurement from the student’s home door most closely located from the roadway to the school door most closely located to nearest public access route servicing the school. Parents of students eligible to receive transportation may request to use an alternate pick-up and drop-off location (ALTA - also referred to as “Babysitter” or “Daycare” assignments) if all of the following seven stipulations are met:

1. The Alternate Location Transportation Assignment (ALTA) is within the attendance boundaries of the child’s school of attendance; and
2. The ALTA must be the same for the child’s pick-up and drop-off everyday school is in session; and
3. The ALTA is along an existing route servicing the child’s school of attendance; and
4. There is sufficient room on the route at the time of assignment of the ALTA. Should a new eligible student move in to the subject route’s assignment area and there are not sufficient seats available for the new student on the bus that contains other students who have an ALTA, then an empty seat must be provided to the new student by removing the ALTA student who was the last one to be assigned; and
5. The approved ALTA form must be submitted to the transportation department and signed in person by the parent or guardian making the ALTA request. Proof of identity will be required at the time the ALTA form is submitted; and
6. Students who do not meet the Board’s Transportation Eligibility Requirements as stated in paragraphs two and three of this section #8600, are not eligible to receive Alternate Location Transportation Assignments (ALTA); and
7. An approved ALTA will be effective on the fifth school day following the submission of an eligible and properly executed ALTA form to the Transportation Department.

N.J.S.A. 18A:39-1 et seq.

N.J.S.A. 27:15-16

N.J.S.A. 39:3B-1 et seq.

N.J.A.C. 6A:27-1.1 et seq.; 6A:27-2.1 et seq.; 6A:27-3.1

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8670- TRANSPORTATION OF DISABLED PUPILS (M)

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The Board of Education shall provide transportation services for pupils with disabilities as required by law and dictated by the pupil's educational needs and physical welfare. The Board will provide the transportation specified as a related service in the program of special education approved for a disabled pupil. Such transportation will conform to the pupil's Individualized Education Program (IEP) and the transportation requirements described by the Child Study Team or prescribed by the school physician. Transportation to a placement outside this district will conform to the school calendar of the receiving school.

The transportation of a disabled pupil may include such special equipment, transportation aides, and special arrangements for other assistance to and from and in and around the school. When necessary for the pupil's welfare, the case manager will provide the transportation coordinator and driver with specific information about the pupil. For pupils with disabilities below the age of five, safety belts or restraint systems will be used.

The transportation of disabled pupils to special education programs approved by the Board and located outside the State will conform to guidelines established by the New Jersey State Department of Education. Such transportation services will be dictated by the pupil's IEP and approved by the Child Study Team. The individual plan for a disabled pupil's out-of-State transportation will be submitted to the Office of the County Superintendent prior to its implementation. In general, transportation of out-of-State disabled pupils will be by the most economical and expeditious mode consistent with the pupil's special needs and will be limited to travel at the beginning and the ending of the school year.

State aid will be sought for the services provided in accordance with law and this policy. The Board directs that appropriate records be maintained and all relevant documentation be preserved in order that the district be properly reimbursed for the costs of transportation.

N.J.S.A. 18A:39-2.1; 18A:46-19.6; 18A:46-23

N.J.A.C. 6A:14-3.9(a)7; 6A:27-5.1 et seq.

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8613- WAIVER OF PUPIL TRANSPORTATION

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The Board of Education is required to provide transportation services for the school year to an elementary pupil living more than two miles from the public school of attendance or to a secondary school pupil living more than two and one-half miles from the public school of attendance in accordance with the provisions of N.J.S.A. 18A:39-1 et seq.

The Board shall determine pupil transportation needs and approve pupil transportation routes based on all pupils eligible for transportation in accordance with the provisions of N.J.S.A. 18A:39-1 et seq. and any less than remote, courtesy busing, and/or hazardous route transportation determined by the Board of Education. However, while providing school bus seats for those pupils eligible for transportation each school year, the Board recognizes certain pupils eligible for transportation services voluntarily elect not to use the transportation services offered by the Board resulting in empty seats on school buses going to and from school. To assist the Board in operating the school district's transportation system in the most cost-effective manner, the Board may provide a pupil's parent/guardian the option of waiving transportation services for that school year in accordance with the provisions of N.J.S.A. 18A:39-1c. In the event the Board provides this option, a pupil's parent/guardian will be required to sign a written statement indicating the pupil waives transportation services for that school year. The written statement shall be in such form as determined by the New Jersey Department of Education.

In the event a parent/guardian of a pupil eligible for transportation services waives transportation services for that school year and circumstances change during that school year due to a family or economic hardship, the school district will reinstate the pupil's eligibility for transportation to and from school.

N.J.S.A. 18A:39-1; 18A:39-1c

Adopted: 17 October 2013