

Regulation

SUBSCRIPTION BUSING

- A. Subscription Busing is open to all Union Township students not transported due to the regulations of the State Department of Education and the Transportation Policy of the Union Township Board of Education.
- B. Letters will be sent to all parents with students eligible for subscription busing to determine their interest in participation in a lottery for available seats. A copy of this regulation will be included in the packet sent to the parents.
 - 1. The letter shall contain the pro-rated cost per pupil of the transportation for the school year. It will contain an application that must be returned with the appropriate deposit fee per student. This amount will be applied towards the total annual transportation fee. No deposit is required if student is eligible for free lunch.
 - 2. If requests exceed availability, a lottery will be held to fill said seats. In order to be eligible for the lottery, all applications for transportation must be received by the Union Township Board of Education; 2369 Morris Avenue; Union, NJ 07083 no later than the date prescribed.
 - 3. **IMPORTANT** - If a request is received after the due date, it will not be included in lottery.
- C. The balance of the fee for Subscription Busing will be due to the Union Township Board of Education will be paid semi-annually on October 1 and February 1 respectively. Bus passes will only be issued to those students who have paid for their seats on or before these dates.
- D. Payment for Subscription Busing once paid is non-refundable for any reason.
- E. Transportation will only be provided to and from school at a bus stop along the routes established by the Board of Education, based upon the residence of the student being transported. No Subscription Busing will be provided to and from any other location.
- F. Eligibility for free and reduced fees for Subscription Busing **will** be determined by the same method the State Board of Education determines the eligibility standards for free and reduced price meals under the Federal School Lunch Program.
- G. The Union Township Board will determine the eligibility for free or reduced fees for Subscription Busing by the eligibility list for free and reduced lunch for the year prior to the year in which Subscription Busing would be provided. Those eligible for reduced lunch would pay 28% of the full cost of transportation to that particular school but at no time will that cost be less than \$80.00
- H. Eligibility for free and reduced fees for Subscription Busing will only be determined once each school year per family and will not be modified during the school year despite changed circumstances of the family.
- I. Eligibility for subscription busing will only be done once a year prior to the beginning of the school year and not on a recurring basis as pupil counts change.

Adopted: June 1999