

**BERNARDS TOWNSHIP PUBLIC SCHOOLS**  
**101 Peachtree Road**  
**Basking Ridge, New Jersey 07920**

Rod McLaughlin, CPA  
Business Administrator/  
Board Secretary

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## **Subscription Bus Service**

Dear Parent/Guardian,

According to state law, the Bernards Township Board of Education must provide transportation to all students who reside at a location remote from school. "Remote from school" is defined by NJAC 6A: 27-1.2 as greater than two miles for grades K-8 and greater than two and one half miles for grades 9-12. Mileage is determined by taking the "shortest route along public roadways or public walkways from the entrance of the student's residence nearest such public roadway or public walkway to the nearest public entrance of the school that the student attends." If you are over these requirements, you do not need to sign up for the bus. You will automatically receive a bus pass prior to the start of school.

If you do not meet these requirements and wish your child(ren) to be transported to school during the next school year, you may sign up for the Subscription Busing Program. The full cost of the program for the 2016-2017 school year is \$730.00 per student. There are 2 ways to sign up:

**Option 1 (recommended)** – You may sign up by making an online payment. The online payment process also serves as a registration form and will provide a receipt for your records. If you would like to make an online payment, please click [here](#) and select subscription busing.

**Option 2** – Complete the online registration form and mail a check made payable to the Bernards Township Board of Education. Please understand that the application will not be processed until payment is received. The online registration form can be accessed by clicking [here](#).

You must sign up for the program no later than **Thursday, June 30, 2016** to guarantee a seat on the bus. No exceptions to the June 30<sup>th</sup> deadline can be made other than for those new families moving into the area or for an emergency situation. If an emergency situation should arise, please contact me.

Bus contracts are awarded on the basis of the number of riding students. Once the route has been determined, the costs are fixed. **Please make sure you intend to use this service before completing the application. Refunds will not be available.**

Very truly yours,



Rod McLaughlin  
Business Administrator/  
Board Secretary

RM/ch  
Attachment