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July 1, 2018

Dear Parents:

According to state law, The Somerset Hills Board of Education must provide transportation to all students who reside at a location remote from school. Students who live “non-remote” from school, which is two miles or less from the elementary and middle school and two and one-half miles or less from the high school, may register for subscription bus service. Mileage is measured by taking the most direct route from the home entrance nearest the roadway to the closest public entrance of the school building. This letter has been sent to you because our records indicate that your home meets the mileage criteria for being “non-remote”.

Please note that certain roads have been designated as walker roads by Board policy, depending on the grade your child is in. For example, a kindergarten child may be eligible for subscription busing, but a middle school child at the same address may not. Only the child referenced on the envelope is eligible.

If you wish your child (ren) to be transported to school next year, you must complete and return the enclosed application form along with a non-refundable fee of \$450 per child. The maximum family cost is \$1,000. All applications must be received in the district business office by June 29, 2018. After that date the only exceptions will be for families new to the district or for an emergency situation. If an emergency situation should occur, you must contact me. Registrations postmarked after June 29, 2018 will only be accepted if seats are available on an existing bus.

If you choose not to register for subscription busing, please return the registration form with the “not participating” box checked off. You may also decline by emailing me at pvail@shsd.org. This will help us in planning the year’s bus routes.

If your child is eligible for the free or reduced lunch program, you may request a waiver of this fee by contacting me at 908-204-1930 x 1120 or pvail@shsd.org. Please contact me with any other questions.

Thank you for your cooperation.

Sincerely,

Peggy A. Vail
Transportation Manager

SOMERSET HILLS BOARD OF EDUCATION
TRANSPORTATION OFFICE
BHS - 25 OLCOTT AVENUE
BERNARDSVILLE, N.J. 07924

PHONE: 908-204-1930 x 1120
FAX: 908-953-0699
E-MAIL: pvail@shsd.org

SUBSCRIPTION BUSING REGISTRATION FORM

If you would like to secure a seat on a bus for your children, you must complete the application form below and submit it to the above address **no later than June 29, 2018** (do not return it to the school). The cost per student for this service will be \$450. The maximum family cost is \$1,000.

Forms not received by the above date will not be processed until September 17, 2018 and only if there is a seat on an existing bus.

Full payment in the form of a check made payable to the Somerset Hills Board of Education must accompany the application. We cannot accept credit cards. Your cancelled check will be your receipt. Please make sure you intend to use this service before completing the application because refunds will not be available.

Parents Name: _____

Address: _____

Daytime Phone Number: _____
(Please indicate home, work, or cell number)

E-Mail Address: _____

<u>Name of Student(s)</u>	<u>Grade as of September, 2018</u>
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____

Total Amount Enclosed: \$ _____ Check #: _____

OR

I HAVE CHOSEN NOT TO REGISTER MY CHILD FOR BUS SERVICE

(Signature of Parent or Guardian) Date: _____