

REGULATION

CLINTON TOWNSHIP
BOARD OF EDUCATION

OPERATIONS
R 8600/Page 1 of 7
STUDENT TRANSPORTATION

R 8600 STUDENT TRANSPORTATION

General Requirements - Students Remote From School

A. The Board will transport:

1. Students who reside remote, as defined in N.J.S.A. 18A:39-1. and N.J.A.C. 6A:27-1.4(a)1. and (a)2., from their assigned district school of attendance;
2. Nonpublic school students who reside remote from their school of attendance and meet the eligibility criteria of N.J.A.C. 6A:27-2.1 et seq.;
3. Charter school or renaissance school students pursuant to N.J.A.C. 6A:27-3.1 et seq.;
4. Students with special needs shall be provided transportation in accordance with N.J.S.A. 18A:39-1 et seq. and with their Individualized Education Program (IEP) pursuant to N.J.A.C. 6A:27-5.1;
5. School choice students pursuant to N.J.A.C. 6A:27-4.1 et seq.; and
6. Special population students pursuant to N.J.A.C. 6A:27-6.2 through 6.5.

B. Hazardous Routes

The Board will approve all bus routes each school year. Bus routes for all non-remote students who must walk to and from school along hazardous routes will be designated and approved by the Board. The Board will approve a list of hazardous routes in the district requiring the courtesy busing of students and the criteria used in designating the hazardous routes. In adopting Policy and Regulation 8600 and the list of hazardous routes, the Board may consider, but shall not be limited to, the criteria outlined in N.J.S.A. 18A:39-1.5.

C. Route Development

The Superintendent or designee shall ensure that the following conditions are developed in consonance with State law, code, safety and efficiency:

1. Location of bus stop.



REGULATION

2. Distance a pupil is expected to walk from home to a bus stop.
3. Number of pupils to be served at a single bus stop.
4. Schedule to be maintained in relation to school operating hours.

All routes are to be established only after the Superintendent or designee has personally surveyed the roads to determine:

1. Length and location of route.
2. Number and location of stops.
3. Number of children that can be transported on that route.
4. Distance between stops.

D. Regular Transportation Routes

The following regulations shall be followed for typical bus routes:

1. No stops that may increase the cost of the route may be made unless authorized by the Board of Education. The Superintendent or designee may alter some stops during the course of the school year. Drivers shall not make any stop not authorized by the Superintendent or designee.
2. Transportation routes shall be planned for maximum economy, consistent with safe, efficient pupil transportation. Routes should be planned to load and unload pupils on the side of the road on which they reside, unless impractical or inadvisable. The State required distance between stops (300') should be observed.
3. Buses should not travel down cul de sacs. Cul de sacs longer than .5 miles may be considered.
4. A Kindergarten bus stop is not necessarily the assigned stop for the pupil upon reaching first grade. The neighborhood stop will be assigned.
5. Routes for large buses shall be planned for those roads that are capable of accommodating them. Bridge weight limit capacity shall be observed.



REGULATION

CLINTON TOWNSHIP
BOARD OF EDUCATION

OPERATIONS
R 8600/Page 3 of 7
STUDENT TRANSPORTATION

6. Routes will normally be designed so that no district owned bus or contractor's bus will enter a private driveway or roadway. Exceptions to this guideline may occur in the event of a special education route.
7. Before utilization of a road that is being built to become a future public roadway, the following steps must be adhered to:
 - a. The Board of Education will request permission from the land owner to use the roadway.
 - b. The Board will provide the land owner with a copy of current automobile insurance coverage.
 - c. The land owner must, in writing, authorize the board of education to use the roadway.
 - d. The Board of Education will secure written assurance from the Township of Clinton that the roadway is being built or developed to be a public roadway and that snow removal and police protection will be provided.

E. Special Transportation Routes

Any pupils requiring special transportation should have their needs outlined by pupil services through the development of the IEP - Individual Education Program.

Transportation needs shall include the following:

1. Appropriate vehicle for the special needs child.
2. Specific point of pick-up and return.
3. Approximate time of pick-up and return.

F. Bus Assignment

1. Pupils shall only ride the bus to which they are assigned. Pupils are not permitted to ride another bus for after school activities which include but



REGULATION

CLINTON TOWNSHIP BOARD OF EDUCATION

OPERATIONS
R 8600/Page 4 of 7
STUDENT TRANSPORTATION

are not limited to scouts, visiting a friend, birthday parties, school projects, etc.

2. The driver shall be in charge of the bus at all times and shall be responsible for the proper discipline, safety and welfare of the pupils while in transit.
3. He/she shall never exclude a pupil from a bus during any trip to and from school. If the driver is unable to handle any pupil, he/she shall report the unmanageable child to the Principal or Assistant Principal of the school the child attends.
4. The driver may assign or reassign to each pupil a definite seat, which the pupil shall occupy unless changed by the Principal of the school to which the pupil is being transported.
5. The driver shall follow the established route and make stops thereon as designated by the Board of Education and the Principal or Assistant Principal.
6. If in the judgment of the Board, any bus driver is deemed to be an unsuitable person to drive a school bus because of lack of driving skill, inability to control pupils, being under the influence or partaking of alcohol or habit forming drugs during the days school is in session prior to completion of his/her transportation duties for the day, failure to comply with rules, incapability, unbecoming conduct, or other good cause, the Superintendent or designee will immediately request removal of the driver.

G. Shared Custody Homes within Clinton Township

In the event that the district has confirmed that a student has shared custody homes within Clinton Township, and there is no court order or written agreement between the parents designating which household the student is domiciled, then the student's domicile is the home of the parent or guardian with whom the student lives for the majority of the school year in accordance with N.J.A.C. 6A:22-3.1.

H. Cooperative/Coordinated Transportation Services



REGULATION

CLINTON TOWNSHIP
BOARD OF EDUCATION

OPERATIONS
R 8600/Page 5 of 7
STUDENT TRANSPORTATION

1. The Board shall utilize cooperative/coordinated transportation services in accordance with the provisions of N.J.S.A. 18A:39-11.1 et seq. and N.J.A.C 6A:27-10.1 et seq.

I. School Bus Use and Standards

1. All school buses bid or purchased shall be equipped in accordance with the requirements of N.J.S.A. 39:3B-10 – School Bus Safety Equipment.
2. School bus drivers and all school bus passengers shall be required to wear seat belts when transported in school buses so equipped. Seat belts shall be fastened when the driver and passengers board the vehicle and they shall be kept fastened at all times while on board the vehicle. Seat belts may be unfastened only when the individual is departing the vehicle. The Board further requires that drivers and passengers using private vehicles to transport students wear seat belts in the same manner.
3. There shall be displayed on every bus subject to the provisions of N.J.S.A. 39:3B-1, signs or legends which will, insofar as practicable, inform the driver of any vehicle concerning the duty imposed upon him/her by law with respect to passing a bus, while it is loading or unloading. The signs or legends shall be in a color, form, and design as will meet the requirements prescribed by the State Board of Education.

An agency, Board of Education, nonpublic school, or school bus contractor operating a school bus subject to the provisions of N.J.S.A. 39:3B-1 shall display across the rear of the school bus a telephone number, website address, or other identifying information which shall allow the public to report a bus driver's misconduct while operating the school bus to the Board of Education or nonpublic school for which the school bus provides transportation. The lettering shall be of a color that contrasts with the color of the school bus.

The Board of Education or nonpublic school shall comply with New Jersey Department of Education (NJDOE) regulations regarding: the appropriate Board of Education or nonpublic school official or designee to address and respond to a complaint of school bus driver misconduct; the appropriate actions which a Board of Education or nonpublic school may take to respond to a complaint of school bus driver misconduct; and the time period during which a Board of Education or nonpublic school may



act to respond to a complaint of school bus driver misconduct in accordance with the provisions of N.J.S.A. 39:3B-2.1.

4. The Board requires every school bus bid or purchased that is used to transport public, non-public, charter, and/or renaissance school students will be equipped with a crossing control arm at the right front corner of the bus. The arm must open and extend out from the bus at least five feet each time the bus door is opened.
5. School bus purchase, use, and standards must meet Federal and State standards and must be in accordance with N.J.A.C. 6A:27-7.1 et seq. and N.J.S.A. 18A:18A-1 et seq. – Public School Contracts Law.

J. Operation and Management of Transportation System

1. The Transportation Coordinator shall
 - a. Prepare a map of the district on which each bus stop and bus route is indicated or, alternatively, prepare an itinerary of bus routes that may be used in conjunction with a map of the school district;
 - b. Prepare and promulgate procedures to be followed in the event of a bus emergency, bus safety, bus driver training and rules governing the conduct of all students transported by the Board in accordance with N.J.A.C. 6A:27-11.1 et seq. and 6A:27-12.1 et seq.;
 - c. Maintain such records and make such reports regarding school transportation as are required by the State Board of Education; and
 - d. Prepare the specifications for each bus route or contract for which proposals will be sought by the Board in accordance with N.J.A.C. 6A:27-9.1 et seq.
2. 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 NJDOE.



REGULATION

CLINTON TOWNSHIP
BOARD OF EDUCATION

OPERATIONS
R 8600/Page 7 of 7
STUDENT TRANSPORTATION

Revised: 22 August 2011
Revised: 19 May 2014
Revised: 24 August 2015
Revised: 24 August 2020
Revised 21 December 2020

