

# DELBARTON SCHOOL

## Transportation Office

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July 2019

Dear Parents:

Please find enclosed information regarding transportation for the upcoming school year.

### **TRANSPORTATION ARRANGEMENTS 2019-2020**

**ARRANGING FOR TRANSPORTATION TO AND FROM SCHOOL IS VERY COMPLEX INVOLVING STATE, COUNTY, AND MUNICIPAL ADMINISTRATION. IT IS, THEREFORE, CRITICAL THAT YOU READ AND FOLLOW THE FOLLOWING INSTRUCTIONS.**

Attached are two forms that must be completed for each Delbarton student ***even if he will not be taking the bus.*** If you have more than one student attending Delbarton please make sure you fill out each form for each student. The two forms are the state mandated *B6T* form and the Delbarton *Transportation Intent Form*. ***Both MUST be completed and returned to Delbarton by February 1, 2019. When filling in the B6T, please make sure to fill in the mileage from Delbarton to your home and to sign the form. (These have been common omissions in the past)*** Additionally, please accurately indicate your Board of Education. The Transportation Intent form lets us know whether or not your son will be riding any of our school's buses.

The following are critical items of information:

1. The majority of the local school boards provide either transportation or its monetary equivalent to private school students who reside between 2 and 20 miles from the school they attend. In rural counties the farthest distance is 30 miles.
2. The policy for transportation/reimbursement varies according to each town's practices. Appropriate information can be obtained by calling your municipal Board of Education.
3. For students whose boards do provide transportation, the routes will be created based on the B6T forms that Delbarton forwards to your local board. The completed routes will then be mailed to you from the boards of education in mid-August. The boards of education maintain these routes so any questions regarding these routes should be referred to your local boards.
4. For students whose school boards do not provide transportation and who indicate a desire for busing, Delbarton will arrange for transportation using a private school bus company providing ridership warrants a route.

5. Delbarton is charged a flat fee for each bus route, regardless of the number of students being transported. The school assesses each student a fee, which equitably distributes the route cost, based on the number of riders. If you initially select school transportation, then change your mind, other parents must absorb the cost.  
**THEREFORE, THE COST OF TRANSPORT WILL BE INCLUDED AS PART OF YOUR ENROLLMENT CONTRACT TOTAL FEE.**
6. It is anticipated that the transportation fees for 2019-2020 will be higher. Towns may be added or deleted, depending on student needs.
7. **PICK-UP LOCATIONS:** Due to the wide geographical spread of each bus route, there are a limited number of stops for pick-up and drop-off. Parents are responsible for bringing their son to and from these points. Locations for bus stops change each year based upon the changing demographics of the student body. Every effort will be made to assure a convenient and safe stop will be provided. **We will not know the exact locations until August 2019.**
8. **TIME FRAME FOR COMMITMENT:** The bus company determines routing and specific cost based on the names the school submits. **We must know if you are considering bus transport no later than February 1, 2019.** However, we cannot tell you the exact cost until August 2019. You must decide during August, since bus fees will appear on your invoice in September.
9. **Please note on your Enrollment Contract that transportation fees become part of the unconditional obligation.**
10. **LATE BUS PROGRAM:**

Delbarton School will offer a **Late Bus Program** for any student needing transportation for activities or athletics that conclude after the regular 4:00 pm buses depart.

There are four (4) separate late buses traveling in four (4) different directions (*bus stops noted*):

**North** to Morristown/Boonton/Riverdale/Franklin Lakes/Ridgewood

**South** to Bernardsville/Far Hills/Bridgewater Commons

**East** to Madison/Chatham/Summit/Short Hills/Livingston/Florham Park

**West** to Mendham/Chester/Flanders

The fee for a student using the late bus is **\$500 per year**, regardless of the number of times he rides a late bus.

All buses leave Delbarton at Trinity Hall **promptly at 6:00 p.m.**

The Late Bus Program will begin the first day of classes, **September 3, 2019.**

Students with late bus privileges will have an indicator on their student ID. They must present their student ID to the bus driver when boarding the late bus.

If you wish to use the Late Bus Program, complete the Late Bus Signup Form (available online in the Parent Portal) and return to the Transportation Office, on or before **Friday, August 15, 2019.** The Business Office will bill you on your September statement for the cost of the late bus pass.

If you have any questions regarding information dealing with bus transportation, please call the Transportation Office at 973-538-3231 ext 3372.

Sincerely,

Kent H. Manno  
Director of Transportation