

**HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION**

2026 Route 31 North, Suite 7  
Glen Gardner, N.J. 08826

**RESOLUTION FOR PARTICIPATION IN COORDINATED TRANSPORTATION**

WHEREAS, the Township of Union Board of Education desires to transport special education, non-public, public and vocational school students to specific destinations; and

WHEREAS, the Hunterdon County Educational Services Commission hereinafter referred to as HCESC offers coordinated transportation services; and

WHEREAS, the HCESC will organize and schedule routes to achieve the maximum cost effectiveness:

NOW THEREFORE, it is agreed that in consideration of prorated contract costs, plus an administration fee of 5.5% for member districts and 8.5% for non-member districts as presented to the Township of Union Board of Education as calculated by the billing formula adopted by the HCESC's Board of Education. Said formula shall be based on a route cost divided by the student mile allocated to each participating district.

- I. The HCESC will provide the following services:
  - a. routes coordinated with other districts to achieve a maximum cost reduction while maintaining a realistic capacity and travel time;
  - b. monthly billing and invoices;
  - c. computer print-outs of student lists for all routes coordinated by HCESC;
  - d. all necessary interaction and communication between the sending district, receiving school, and the respective transportation contractors;
  - e. constant review and revision of routes;
  - f. provide transportation as requested on the formal written request; and

It is further agreed that the Township of Union Board of Education

Will provide the HCESC with the following;

- a. requests for special transportation on approved forms to be provided by the HCESC, completed in full and signed by previously authorized district personnel;
  - b. withdrawal for any transportation must be provided in writing and signed by authorized district personal; no billing adjustments will be made without this completed form and will become effective on the date the form is received;
- II. Additional Cost – all additional costs generated by unique requests such as mid – day runs or early dismissals will be borne by the district. All such costs must first be approved by the Township of Union Board of Education.
- III. Length of Agreement – this agreement and obligations and requirements therein shall be in effect between July 1, 2018 and June 30, 2019.
- IV. Entire Agreement – this agreement and constitutes the entire and only agreement between the parties and may be amended by an instrument in writing over authorized signature.
- V. It is understood and agreed by all parties hereto that the Board of Directors of the HCESC is not responsible for its transportation contractor’s failure to provide the services agreed upon herein. It will make every reasonable effort to provide alternative services should such a failure occur.

AUTHORIZED SIGNATURES

HCESC

DISTRICT

\_\_\_\_\_  
HCESC PRESIDENT                      DATE

\_\_\_\_\_  
BOARD PRESIDENT                      DATE

\_\_\_\_\_  
BOARD SECRETARY                      DATE

\_\_\_\_\_  
BOARD SECRETARY                      DATE

\_\_\_\_\_  
COUNTY SUPERINTENDENT      DATE

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COUNTY SUPERINTENDENT      DATE

BOARD PRESIDENT AND BOARD SECRETARY MUST SIGN ALL FOUR COPIES AND RETURN TO HCESC WITH CERTIFIED COPY OF THE THE MINUTE EXTRACT APPROVING THE RESOLUTION.

HCESC WILL RETURN A CONFIRMED COPY FOR YOUR RECORDS FOLLOWING SIGNING BY COUNTY SUPERINTENDENT.