Sussex County Regional Transportation Cooperative P. O. Box 1029 Hopatcong, NJ 07843 973-398-3583

****REVISED RESOLUTION***

TO: School Official

DATE: April 27, 2015

RE: JOINT RESOLUTION FOR PARTICIPATION OF TRANSPORTATION SERVICES

**Please process and return the enclosed resolution(s), and discard the resolution(s) dated April 2, 2015.

Enclosed is the joint resolution for participation of transportation services for the 2015-2016 school year. PLEASE READ AND COMPLETE ALL BLANK SPACES ACCORDINGLY. Please make THREE additional copies of the joint resolution, sign all 4 copies by hand (do not photocopy or stamp) and return ALL 4 COPIES with 4 COPIES of the certified sealed extracts of your board minutes that approve participation.

A student transportation form and deletion form have been included for your district's utilization. Please make copies of these forms for your use. If additional forms are required, please call. To ensure the most cost efficient route, please submit summer student transportation forms by:

May 1, 2015. The 2015-2016 school year transportation student list will be required by

June 1, 2015 and student transportation forms will be required by June 15, 2015.

<u>Please note</u> an additional joint resolution for participation of transportation services for Public Athletic Events and Extra Curricular/Field Trips for the 2015-2016 can also be provided with additional resolution upon request with an administrative fee of 2 %.

Each year a sincere effort to bus all non-public students is processed. It is imperative that the non-public information, B6T forms, is submitted by: April 30, 2015.

I would appreciate any comments or questions concerning your participation in the Cooperative. The Cooperative is an extension of your school district and was formed to service your school district with safe and cost efficient pupil transportation.

SUSSEX COUNTY REGIONAL TRANSPORTATION COOPERATIVE PO BOX 1029 HOPATCONG, NJ 07843

RESOLUTION FOR PARTICIPATION IN JOINT TRANSPORTATION AGREEMENT

WHEREAS, the following Boards of Education: Allamuchy, Andover Regional, Bedminster, Bergenfield, Blairstown, Byram Township, Caldwell/West Caldwell, Cedar Grove, Chester Twp., Clifton, Englewood, Essex Fells, Essex Regional Education Services, Fairfield, Franklin Borough, Franklin Twp./Somerset, Fredon Twp., Great Meadows, Green Twp., Hackensack, Hackettstown, Hamburg Borough, Hammontown, Hampton Twp., Hardyston Twp., Henry Hudson, High Point Reg. H.S., Hoboken, Hopatcong Borough, Hope, Hunterdon Central, Jefferson Twp., Jersey City, Kinnelon, Kittatinny Reg., Lafayette Twp., Lenape Valley Regional, Livingston, Madison, Mendham Borough, Mendham Twp., Millburn, Montague, Morris County Education Services Commission, Mount Arlington, Mount Olive, Netcong, Newton, North Caldwell, North Hunterdon, North Warren, Nutley, Ogdensburg, Old Bridge, Orange, Oxford, Park Ridge, Paterson, Randolph, Roseland, Roxbury, Secaucus, Somerset Hills, South Orange/Maplewood, Sparta Twp., Stanhope, Stillwater, Summit, Sussex Wantage, Teaneck, Toms River, Trenton, Union Twp., Vernon Twp., Verona, Warren County Special Services School District, Warren Hills, Warren Twp., Washington Borough, Washington Twp./Morris, Washington Twp./Warren, Wayne, West Essex, West Milford, West Morris Reg., West Orange, and Twp of Union desire to transport students to specific destinations; and

1. WHEREAS, the Hopatcong Board of Education is willing to provide the services to coordinate transportation for the above-referred-to Boards of Education for transportation to special education, private, vocational-technical, and other school students to specific destinations in order to attempt to achieve the maximum cost effectiveness;

WHEREAS, the Hopatcong Board of Education shall provide such services under the name of Sussex County Regional Transportation Cooperative.

NOW THEREFORE, BE IT RESOLVED by the Two of Union Board of Education that pursuant hereto the President and Secretary of the Two of Union Board of Education are hereby authorized and directed to execute a duplicate of the Resolution which shall act as an agreement between the Two of Union Board of Education and the Sussex County Regional Transportation Cooperative for the coordination of transportation of special education, private, vocational-technical, or their school students to specific destinations upon the following terms and conditions:

1. The tup of Union Board of Education shall pay to the Sussex County Regional Transportation Cooperative in consideration of the services it shall render pursuant to this agreement an amount to equal four percent (4.0%) of the tup of Union Board of Education's actual cost paid for transportation of students to special education, private, vocational-technical, or other school students to specific destinations during the 2015-2016 school year, said sum to be paid as follows in each year during the term of this agreement or any extension hereof.

Payment Due
4.0% Administrative Fees
(100% of estimated fees)
Initial Deposit
(20% of estimated charges)
20% of current annual charges
June – plus or minus final adjustments
* All 2015 summer routes shall be billed upon completion of transportation

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- 2. The Sussex County Regional Transportation Cooperative will provide the following services:
- a. routes coordinated with other districts to attempt to achieve a maximum cost reduction while maintaining a realistic capacity and travel time (see "Attachment A" for cost calculations);
- b. statements prepared on appropriate vouchers according to the above schedule delineating costs per route;
- c. computer print-outs of student lists for all routes coordinated by the Sussex County Regional Transportation Cooperative for ASSA reporting deadlines;
- d. all necessary interaction and communication between the sending district, receiving school, and the respective transportation contractors;
 - e. timely review and revision of routes;
- f. provide transportation within three days or sooner after receipt of the formal written request;
- g. timely submission of contracts, renewals or addenda to the county office for approval.
- 3. The <u>fwp of Union</u> Board of Education will provide the Sussex County Regional Transportation Cooperative with the following:
- a. requests for any special, private, vocational-technical on approved forms to be provided by the Sussex County Regional Transportation Cooperative, completed in full and signed by T_{WP} of U_{n} oBoard of Education Secretary or other designated district personnel;
- b. withdrawal for any special, private, vocational-technical on approved forms to be provided by the Sussex County Regional Transportation Cooperative, completed in full and signed by the Jupathan Board of Education Secretary or other designated district personnel; no billing adjustment will be made without this completed form; and
 - c. strict adherence to the above payment schedule.
- 4. Additional Cost all additional costs generated by unique requests, including but not limited to mid-day runs, early dismissals, change in number of children being transported on each route, or change in mileage during the year, will be borne by the <u>Twp of Union</u> Board of Education.
- 5. Length of Agreement This agreement and obligations and requirements herein shall be in effect between July 1, 2015 and June 30, 2016.
- 6. It is a condition of this agreement that it shall automatically be renewed annually without amendment and may not be terminated without a notice by certified mail, return receipt requested having been delivered to the Secretary of either party hereto at least 180 days before

June 30 of any year. In the event this agreement is renewed, the consideration to be paid to the Sussex County Regional Transportation Cooperative set forth in Paragraph 1 hereof, shall be revised to equal four percent (4.0%) of the _______ Board of Education's actual cost paid for transportation of students to special education, private, vocational-technical, and other school students to specific destinations during the prior year.

- 7. The Hopatcong Board of Education under the name of Sussex County Regional Transportation Cooperative accepts no responsibility for a pupil's use of arranged transportation or attendance on an established route. Once assigned to a route, the billing for the pupil's reserved seat will continue until the Sussex County Regional Transportation Cooperative is otherwise noticed in writing to delete the pupil from the assigned route.
- 8. Entire Agreement This agreement constitutes the entire and only agreement between the parties and may be amended by an instrument in writing over authorized signature.
- 9. It is a condition of this agreement that a representative from each applicable position: School Business Administrator/School Board Secretary, Special Services Director, and Transportation Supervisor attend at least one (1) Sussex County Regional Transportation Cooperative meeting on an annual basis to promote and provide effective and efficient transportation services.

AUTHORIZED SIGNATURES

HOPATCONG BOARD OF SUSSEX COUNTY REGIO TRANSPORTATION COC ATTEST:	ONAL	EDUCATION ATTEST:	BOARD OF
Board President	Date	Board President	Date
Board Secretary	Date	Board Secretary	Date
County Superintendent	Date	County Superintendent	Date
SUSSEX COUNTY REGION TRANSPORTATION COOPE		SUSSEX COUNTY REG TRANSPORTATION CO	
Director of Transportation	Date	Director of Transportati	on Date

ADDENDUM A

ROUTE COSTS

In addition to each district's proportionate share of the cost of such joint transportation for special education, each district's cost for individual routes will be determined by prorating that cost on a per pupil mileage basis in accordance with the following:

Pupil Miles (Home to School)

District A - 28.5

District B - 7.8

District C - 5.4

41.7 - Total Pupil Miles Home to School

District A - 28.5 / 41.7 = 68%

District B - 7.8 / 41.7 = 19%

District C - 5.4 / 41.7 = 13%

You would then calculate each district's cost by multiplying the percentage by the total contract cost.

EXAMPLE OF HOW A DISTRICT SHARES ROUTE COST

ORIGINAL ROUTE COSTS \$100.00 PD OR \$18,000 ANNUAL

In addition to each district's proportionate share of the cost of such joint transportation for special education, each district's cost for individual routes will be determined by prorating that cost on a per pupil mileage basis in accordance with the following:

Pupil Miles (Home to School) Shared Cost	District %	of Share	District
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District B - 7.8	7.8 /41.7 = 19%	19% of \$100	= \$19.00 PD
District C - 5.4 Total Route Miles 41.7	5.4 /41.7 = 13%	13% of \$100	= \$13.00 PD

ADDENDUM TO ROUTE: ADD 1 STUDENT FROM DISTRICT B (SAME RESIDENCE), INCREASES ROUTE MILES FOR BILLING. BUT DOES NOT INCREASE THE ROUTE MILES FOR THE BUS COMPANY

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District B - 7.8 District B - 7.8	15.6 /49.5 = 32%	32% of \$100	= \$32.00 PD
District C - 5.4 Total Route Miles 49.5	5.4 /49.5 = 10%	10% of \$100	= \$10.00 PD

ADDENDUM TO ROUTE: ADD 1 STUDENT FROM DISTRICT B THAT ADDS ROUTE MILES FOR THE BUS COMPANY. ADDENDUM TO ROUTE COST = 10.8 - 7.8 = 3 MILES A.M + 3 MILES P.M. = 6 MILES X \$2.00 PER INCREASE/DECREASE (As reported by Bus Company) = \$12.00 + \$100.00 = \$112.00 PD.

Pupil Miles (Home to School) Shared Cost	District % of Share District
District A - 28.5	28.5 /52.5 = 51% 51% of \$112 = \$57.18 PD
District B - 7.8 District B - 10.8	18.6 /52.5 = 35% 35% of \$112 = \$39.20 PD
District C - 5.4 Total Route Miles 52.5	5.4 /52.5 = 14% 14% of \$112 = \$15.62 PD

REGIONAL TRANSPORTATION COOPERATIVE PO Box 1029 Hopatcong, NJ 07843 Route #____

Route	#

		_		Bus Co	
•	Transportation Req 973-398-3583		:82		09 3693
Phone:	9/3-396-3363	9/3-390-33	004	FAX: 9/3-3	70-3003
*	Board of Education	on 20_	20	Scho	ol Year
Check One:	NewRe	newal	Sum	mer	Split Session
					-
Name: *	First	Sex	x:	D.O.B. <u>*</u>	
Last	First	M.1.	4' TO1	4	
Parent or Guardian:		Ac	ctive Pho	ne: <u>*</u>	
Exact Address*					,
DAdot Address	Street	Name & Residing	Town		
Mailing Address:*_					
Emergency Phone: *	k	Contact P	erson: <u>*</u> _		
Dalatianalia.		Name of (٦		
Relationship:		Name of C	ــــــــــــــــــــــــــــــــــــــ		
School to be attende	ed: <u>*</u>				
School Address:*					
School Phone: *		Grade: <u>*</u>		App. Mileag	e:
Starting Date: *		Hours:*		a.m. *	p.m.
					4
Classification: *	de 4.7 (0.7 (0.7 (0.7 (0.7 (0.7 (0.7 (0.7 (0	Bus Aide I	Required	· * 	
Comments:		-4: D	<u> </u>		
(Example: Subject to Se	eizures, Allergies, Medic	ations, Recommen	danons to	ensure safe transpo	rtation)
		<u> </u>			
IMPORTANT! Mu	st be completed if a	pplicable!			
CONFINED TO A	WHEELCHAIR:	TYPE OF	CHAIR:		
Car Seat Required:_	·	Harness Ro	equired:_		
Required Signa	fure	Title		Date	
	ture Transr	ortation Departme	ent Use		
Route #:	Transp I.D. #:	Effe	ective Date	· •	
A.M./P.M. Contractor:_		Con	uractor Pho	one:	

SUSSEX COUNTY REGIONAL TRANSPORTATION COOPERATIVE PO BOX 1029 HOPATCONG, NJ 07843

RESOLUTION FOR PARTICIPATION IN JOINT TRANSPORTATION AGREEMENT

WHEREAS, the following Boards of Education: Allamuchy, Andover Regional, Bedminster, Bergenfield, Blairstown, Byram Township, Caldwell/West Caldwell, Cedar Grove, Chester Twp., Clifton, Englewood, Essex Fells, Essex Regional Education Services, Fairfield, Franklin Borough, Franklin Twp./Somerset, Fredon Twp., Great Meadows, Green Twp., Hackensack, Hackettstown, Hamburg Borough, Hammontown, Hampton Twp., Hardyston Twp., Henry Hudson, High Point Reg. H.S., Hoboken, Hopatcong Borough, Hope, Hunterdon Central, Jefferson Twp., Jersey City, Kinnelon, Kittatinny Reg., Lafayette Twp., Lenape Valley Regional, Livingston, Madison, Mendham Borough, Mendham Twp., Millburn, Montague, Morris County Education Services Commission, Mount Arlington, Mount Olive, Netcong, Newton, North Caldwell, North Hunterdon, North Warren, Nutley, Ogdensburg, Old Bridge, Orange, Oxford, Park Ridge, Paterson, Randolph, Roseland, Roxbury, Secaucus, Somerset Hills, South Orange/Maplewood, Sparta Twp., Stanhope, Stillwater, Summit, Sussex Wantage, Teaneck, Toms River, Trenton, Union Twp., Vernon Twp., Verona, Warren County Special Services School District, Warren Hills, Warren Twp., Washington Borough, Washington Twp./Morris, Washington Twp./Warren, Wayne, West Essex, West Milford, West Morris Reg., West Orange, and Twp of Union desire to transport students to specific destinations; and

1. WHEREAS, the Hopatcong Board of Education is willing to provide the services to coordinate transportation for the above-referred-to Boards of Education for transportation to special education, private, vocational-technical, and other school students to specific destinations in order to attempt to achieve the maximum cost effectiveness;

WHEREAS, the Hopatcong Board of Education shall provide such services under the name of Sussex County Regional Transportation Cooperative.

NOW THEREFORE, BE IT RESOLVED by the <u>Twp of Union</u> Board of Education that pursuant hereto the President and Secretary of the <u>Twp of Union</u> Board of Education are hereby authorized and directed to execute a duplicate of the Resolution which shall act as an agreement between the <u>Twp of Union</u> Board of Education and the Sussex County Regional Transportation Cooperative for the coordination of transportation of special education, private, vocational-technical, or their school students to specific destinations upon the following terms and conditions:

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(100% of estimated fees)	
Initial Deposit	.07/31/15
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ATTEST:		ATTEST:	
Board President D	Date	Board President	Date
Board Secretary D	Date	Board Secretary	Date
County Superintendent D	Date	County Superintendent	Date
SUSSEX COUNTY REGIONAL TRANSPORTATION COOPERA	ATIVE	SUSSEX COUNTY REGIO TRANSPORTATION COO	
Director of Transportation	Date	Director of Transportation	Date

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REGIONAL TRANSPORTATION COOPERATIVE

PO Box 1029

Hopatcong, NJ 07843

Route #	
Bus Co	

Special Education Transportation Request Form Start Date____ Phone: 973-398-3583 973-398-3582 Fax: 973-398-3683 * Board of Education 20___- 20 __ School Year ____New ___Renewal ____Summer ____Split Session _____ Sex: _____ D.O.B. *_____ Name: * First Last Parent or Guardian: Active Phone:* Street Name & Residing Town Exact Address:* Mailing Address:* Emergency Phone: * Contact Person:* Relationship:______Name of Co.:_____ School to be attended: * School Address:* School Phone: * Grade: * App. Mileage: Starting Date: * Hours: * a.m. * p.m. Classification: * Bus Aide Required: * Comments: (Example: Subject to Seizures, Allergies, Medications, Recommendations to ensure safe transportation)

MPORTANT! Must be completed if a	applicable!	
CONFINED TO A WHEELCHAIR:		
Car Seat Required:	Harness Required:	

	100quirou bigitaturo		Date
		Transportation Department Use	
Route#	: I.D. #:	Effective Date:_	

Data

Contractor Phone:

Required Signature

A.M./P.M. Contractor:

SUSSEX COUNTY REGIONAL TRANSPORTATION COOPERATIVE PO BOX 1029 HOPATCONG, NJ 07843

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* A 11 2015 a newton about the bill ad armon a small ation.	a f tu a u a u a u t a ti a u

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AUTHORIZED SIGNATURES

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HOPATCONG BOARD O SUSSEX COUNTY REGI- TRANSPORTATION COU ATTEST:	ONAL	EDUCATION ATTEST:	_BOARD OF
Board President	Date	Board President	Date
Board Secretary	Date	Board Secretary	Date
County Superintendent	Date	County Superintendent	Date
SUSSEX COUNTY REGION TRANSPORTATION COOP		SUSSEX COUNTY REC	
Director of Transportation	Date	Director of Transportat	ion Date

ADDENDUM A

ROUTE COSTS

In addition to each district's proportionate share of the cost of such joint transportation for special education, each district's cost for individual routes will be determined by prorating that cost on a per pupil mileage basis in accordance with the following:

Pupil Miles (Home to School)

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District B - 7.8

District C - 5.4

41.7 - Total Pupil Miles Home to School

District A - 28.5 / 41.7 = 68%

District B - 7.8 / 41.7 = 19%

District C - 5.4 / 41.7 = 13%

You would then calculate each district's cost by multiplying the percentage by the total contract cost.

EXAMPLE OF HOW A DISTRICT SHARES ROUTE COST

ORIGINAL ROUTE COSTS \$100.00 PD OR \$18,000 ANNUAL

In addition to each district's proportionate share of the cost of such joint transportation for special education, each district's cost for individual routes will be determined by prorating that cost on a per pupil mileage basis in accordance with the following:

Pupil Miles (Home to School) Shared Cost	District % o	f Share	District
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District C - 5.4 Total Route Miles 41.7	5.4 /41.7 = 13%	13% of \$100	= \$13.00 PD

ADDENDUM TO ROUTE: ADD 1 STUDENT FROM DISTRICT B (SAME RESIDENCE), INCREASES ROUTE MILES FOR BILLING. BUT DOES NOT INCREASE THE ROUTE MILES FOR THE BUS COMPANY

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District C - 5.4 Total Route Miles 49.5	5.4 /49.5 = 10%	10% of \$100) = \$10.00 PD

ADDENDUM TO ROUTE: ADD 1 STUDENT FROM DISTRICT B THAT ADDS ROUTE MILES FOR THE BUS COMPANY. ADDENDUM TO ROUTE COST = 10.8 - 7.8 = 3 MILES A.M + 3 MILES P.M. = 6 MILES X \$2.00 PER INCREASE/DECREASE (As reported by Bus Company) = \$12.00 + \$100.00 = \$112.00 PD.

Pupil Miles (Home to School) Shared Cost	District % of Share District
District A - 28.5	28.5 /52.5 = 51% 51% of \$112 = \$57.18 PD
District B - 7.8 District B - 10.8	18.6 /52.5 = 35% 35% of \$112 = \$39.20 PD
District C - 5.4 Total Route Miles 52.5	5.4 /52.5 = 14% 14% of \$112 = \$15.62 PD

REGIONAL TRANSPORTATION COOPERATIVE

PO Box 1029 Hopatcong, NJ 07843

Route #	

Parent or Guardian:	C DIET II		. ***	Bus Co	
Phone: 973-398-3583 973-398-3582 Fax: 973-398-3683 * Board of Education 20 -20 School Year Check One: New Renewal Summer Split Sessio Name: * D.O.B. * Last First M.I. Active Phone:* Exact Address:* Street Name & Residing Town Mailing Address:* Contact Person:* Emergency Phone: * Contact Person:* School to be attended:* School Address:* School Phone: * Grade:* App. Mileage: Starting Date: * Hours:* a.m. * p.m. Classification: * Bus Aide Required: * Comments: (Example: Subject to Seizures, Allergies, Medications, Recommendations to ensure safe transportation) IMPORTANT! Must be completed if applicable! CONFINED TO A WHEELCHAIR: TYPE OF CHAIR: Car Seat Required: Harness Required:	Special Education	Transportation Req	uest Form	Start Date	
Check One:New	Phone:	973-398-3583	973-398-3582		
Check One:New	*	Board of Education	on 20 - 2	20 School	Vear
Name; * Last First M.I. Active Phone: * Exact Address: * Exact Address: * Street Name & Residing Town Mailing Address: * Emergency Phone: * Contact Person: * Relationship: Name of Co.: School to be attended: * School Address: * School Phone: * Grade: * App. Mileage:	Check One:	New Re	newal Su	mmer	Split Session
Parent or Guardian:		1(0);1(0)			opii besson
Parent or Guardian:	Name: <u>*</u>		Sex:	D.O.B. <u>*</u>	· · · · · · · · · · · · · · · · · · ·
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Street Name & Residing Town Mailing Address:* Emergency Phone: * Contact Person:* Relationship: Name of Co.: School to be attended:* School Phone: * Grade: * App. Mileage: Starting Date: * Hours: * a.m. * p.m. Classification: * Bus Aide Required: * Comments: (Example: Subject to Seizures, Allergies, Medications, Recommendations to ensure safe transportation) IMPORTANT! Must be completed if applicable! CONFINED TO A WHEELCHAIR: TYPE OF CHAIR: Car Scat Required: Harness Required: Harness Required: Harness Required:	Parent or Guardian	•	Active Pl	none:*	
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	Car Seat Required:_		Harness Required	!; <u> </u>	
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Transportation Department Use		r tanso	DITALION DEDALLINGIA USE		
Route #:I.D. #:Effective Date:	Route #:	I.D. #:	Effective Da	ite:	
A.M./P.M. Contractor:Contractor Phone:	A.M./P.M. Contractor:_		Contractor F	Phone:	

SUSSEX COUNTY REGIONAL TRANSPORTATION COOPERATIVE PO BOX 1029 HOPATCONG, NJ 07843

RESOLUTION FOR PARTICIPATION IN JOINT TRANSPORTATION AGREEMENT

WHEREAS, the following Boards of Education: Allamuchy, Andover Regional, Bedminster, Bergenfield, Blairstown, Byram Township, Caldwell/West Caldwell, Cedar Grove, Chester Twp., Clifton, Englewood, Essex Fells, Essex Regional Education Services, Fairfield, Franklin Borough, Franklin Twp./Somerset, Fredon Twp., Great Meadows, Green Twp., Hackensack, Hackettstown, Hamburg Borough, Hammontown, Hampton Twp., Hardyston Twp., Henry Hudson, High Point Reg. H.S., Hoboken, Hopatcong Borough, Hope, Hunterdon Central, Jefferson Twp., Jersey City, Kinnelon, Kittatinny Reg., Lafayette Twp., Lenape Valley Regional, Livingston, Madison, Mendham Borough, Mendham Twp., Millburn, Montague, Morris County Education Services Commission, Mount Arlington, Mount Olive, Netcong, Newton, North Caldwell, North Hunterdon, North Warren, Nutley, Ogdensburg, Old Bridge, Orange, Oxford, Park Ridge, Paterson, Randolph, Roseland, Roxbury, Secaucus, Somerset Hills, South Orange/Maplewood, Sparta Twp., Stanhope, Stillwater, Summit, Sussex Wantage, Teaneck, Toms River, Trenton, Union Twp., Vernon Twp., Verona, Warren County Special Services School District, Warren Hills, Warren Twp., Washington Borough, Washington Twp./Morris, Washington Twp./Warren, Wayne, West Essex, West Milford, West Morris Reg., West Orange, and Twp of Union desire to transport students to specific destinations; and

1. WHEREAS, the Hopatcong Board of Education is willing to provide the services to coordinate transportation for the above-referred-to Boards of Education for transportation to special education, private, vocational-technical, and other school students to specific destinations in order to attempt to achieve the maximum cost effectiveness;

WHEREAS, the Hopatcong Board of Education shall provide such services under the name of Sussex County Regional Transportation Cooperative.

NOW THEREFORE, BE IT RESOLVED by the <u>Two of Union</u> Board of Education that pursuant hereto the President and Secretary of the <u>Two of Union</u> Board of Education are hereby authorized and directed to execute a duplicate of the Resolution which shall act as an agreement between the <u>Two of Union</u> Board of Education and the Sussex County Regional Transportation Cooperative for the coordination of transportation of special education, private, vocational-technical, or their school students to specific destinations upon the following terms and conditions:

1. The +up of Union Board of Education shall pay to the Sussex County Regional Transportation Cooperative in consideration of the services it shall render pursuant to this agreement an amount to equal four percent (4.0%) of the +up of Union Board of Education's actual cost paid for transportation of students to special education, private, vocational-technical, or other school students to specific destinations during the 2015-2016 school year, said sum to be paid as follows in each year during the term of this agreement or any extension hereof.

•	Payment Due
4.0% Administrative Fees	07/31/15
(100% of estimated fees)	
Initial Deposit	07/31/15
(20% of estimated charges)	
20% of current annual charges	10/31/15
20% of current annual charges	12/31/15
20% of current annual charges	02/28/16
20% of current annual charges	04/30/16
June – plus or minus final adjustments	
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*All 2015 summer routes shall be billed upon completion of transportation.

- 2. The Sussex County Regional Transportation Cooperative will provide the following services:
- a. routes coordinated with other districts to attempt to achieve a maximum cost reduction while maintaining a realistic capacity and travel time (see "Attachment A" for cost calculations);
- b. statements prepared on appropriate vouchers according to the above schedule delineating costs per route;
- c. computer print-outs of student lists for all routes coordinated by the Sussex County Regional Transportation Cooperative for ASSA reporting deadlines;
- d. all necessary interaction and communication between the sending district, receiving school, and the respective transportation contractors;
 - e. timely review and revision of routes;
- f. provide transportation within three days or sooner after receipt of the formal written request;
- g. timely submission of contracts, renewals or addenda to the county office for approval.
- 3. The <u>fwp of Union</u> Board of Education will provide the Sussex County Regional Transportation Cooperative with the following:
- a. requests for any special, private, vocational-technical on approved forms to be provided by the Sussex County Regional Transportation Cooperative, completed in full and signed by Twp of UnioBoard of Education Secretary or other designated district personnel;
- b. withdrawal for any special, private, vocational-technical on approved forms to be provided by the Sussex County Regional Transportation Cooperative, completed in full and signed by the <u>fup of Union</u> Board of Education Secretary or other designated district personnel; no billing adjustment will be made without this completed form; and
 - c. strict adherence to the above payment schedule.
- 4. Additional Cost all additional costs generated by unique requests, including but not limited to mid-day runs, early dismissals, change in number of children being transported on each route, or change in mileage during the year, will be borne by the <u>Twp of Union</u> Board of Education.
- 5. Length of Agreement This agreement and obligations and requirements herein shall be in effect between July 1, 2015 and June 30, 2016.
- 6. It is a condition of this agreement that it shall automatically be renewed annually without amendment and may not be terminated without a notice by certified mail, return receipt requested having been delivered to the Secretary of either party hereto at least 180 days before

June 30 of any year. In the event this agreement is renewed, the consideration to be paid to the Sussex County Regional Transportation Cooperative set forth in Paragraph 1 hereof, shall be revised to equal four percent (4.0%) of the _______ Board of Education's actual cost paid for transportation of students to special education, private, vocational-technical, and other school students to specific destinations during the prior year.

- 7. The Hopatcong Board of Education under the name of Sussex County Regional Transportation Cooperative accepts no responsibility for a pupil's use of arranged transportation or attendance on an established route. Once assigned to a route, the billing for the pupil's reserved seat will continue until the Sussex County Regional Transportation Cooperative is otherwise noticed in writing to delete the pupil from the assigned route.
- 8. Entire Agreement This agreement constitutes the entire and only agreement between the parties and may be amended by an instrument in writing over authorized signature.
- 9. It is a condition of this agreement that a representative from each applicable position: School Business Administrator/School Board Secretary, Special Services Director, and Transportation Supervisor attend at least one (1) Sussex County Regional Transportation Cooperative meeting on an annual basis to promote and provide effective and efficient transportation services.

AUTHORIZED SIGNATURES

HOPATCONG BOARD OF EDUCATIO SUSSEX COUNTY REGIONAL TRANSPORTATION COOPERATIVE ATTEST:	BOAR EDUCATION ATTEST:	D OF
Board President Date	Board President I	Date
Board Secretary Date	Board Secretary I	Date _.
County Superintendent Date	County Superintendent I	Date
SUSSEX COUNTY REGIONAL TRANSPORTATION COOPERATIVE	SUSSEX COUNTY REGIONAL TRANSPORTATION COOPERA	
Director of Transportation Date	Director of Transportation I	Date

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ROUTE COSTS

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REGIONAL TRANSPORTATION COOPERATIVE PO Box 1029

Hopatcong, NJ 07843

Route #__

		Bus Co		
Special Education T	Transportation Req	tation Request Form		
Phone:	973-398-3583	973-398-3582	Start Date	8-3683
		n 2020	SCHOO	
Check One:	NewRe	newalSu	mmer	_Split Session
Name: *		Sex:	DOB*	
Last	First	Sex:		
Parent or Guardian:_		Active Ph	one: <u>*</u>	
Exact Address: <u>*</u>				
,	Street	Name & Residing Town	W-V-V-lamana - VI dana - Land - V	······
Mailing Address: <u>*</u>				
Emergency Phone: <u>*</u>		Contact Person:*		
Relationship:		Name of Co.:		
School to be attended	1:*			
School Phone: *		Grade: <u>*</u>	App. Mileage	:
Starting Date: *		Hours:*	a.m. <u>*</u>	p,m.
Classification: <u>*</u>		Bus Aide Required	<u> </u>	
Comments:				
Example: Subject to Sei	izures, Allergies, Medica	tions, Recommendations to	ensure safe transport	ation)
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CONFINED TO A W	VHEELCHAIR:	TYPE OF CHAIR	•	
Car Seat Required:		Harness Required:		
		ned of		
Required Signat	ure ************************************	Title	Date	
Route #:	Transp I.D. #:	ortation Department Use Effective Dat	re:	
M /P M Contractor		Contractor Pl		