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MONMOUTH-OCEAN EDUCATIONAL SERVICES COMMISSION
Services Agreement
Non-Public School Aide In Lieu Eligible Students

THIS AGREEMENT NONPUBLIC Aide In Lieu (“Agreement”) is entered into as of the 1st day of July, 2023 by and between:

MONMOUTH-OCEAN EDUCATIONAL SERVICES COMMISSION, with offices at 900 Green Grove Road, Tinton Falls, New Jersey 07712 (“MOESC”); and

Union BOE BOARD OF EDUCATION located at:

_____, _____, NJ _____, (“Board”).

RECITALS:

1. Said Board agrees that the Board of Directors of the Monmouth-Ocean Educational Services Commission (MOESC), the Service Provider, shall provide non-public aide-in-lieu processing services.
2. The terms of the Agreement shall be in effect from July 1, 2023 through June 30, 2024. The participating district may withdraw from participation by providing 90 days written notice.
3. **BILLING AND PAYMENT**
 - a. The MOESC will submit a claimant certification in the amount of the billing in December and May for payments to the Commission. The claimant’s certification should be processed as a purchase order and payable to MOESC for the services provided.
 - b. The amount for the administrative fee shall \$55.00 annually for each B6T submitted to the Commission and eligible for transportation. This fee shall be included in the December billing and any additional students will be included in the May bill.
 - c. The forwarding of payments to the Commission by the contracting district is of utmost importance in order for the Commission to meet its obligations and process payments for non-public students in a timely manner. The district shall forward to the Commission their monthly payment by December 15th and June 15th. The Commission shall have the right to hold payments to non-public families or discontinue services immediately without further notice if a district fails to pay its billing.
4. **PROCESSING OF FORMS**

ELIGIBILITY CRITERIA

To be eligible for aid in lieu of transportation, non-public school students must:

1. Reside in a district which provides transportation to and from school for remote public school students. EXCEPTION: Nonpublic school transportation services are not required when the only transportation provided by the local board of education is for students attending special education, vocational/technical, or other specialized programs.

2. Reside remote from their school of attendance. The words, "remote from the schoolhouse" shall mean beyond two and one-half (2 ½) miles for high school students and beyond two (2) miles for elementary students, except for handicapped students. (NJAC 6A:27-1.2)
3. Attend a private school located in New Jersey twenty (20) miles or less from their residence.
4. Attend a nonprofit private school.
5. Meet the age requirement of their resident district and be enrolled in grades kindergarten through 12.

NON-PUBLIC SCHOOL RESPONSIBILITIES

It is the obligation of the non-public school to:

1. Obtain the "Application for Private School Transportation" (B6T) forms from the public school district in which the nonpublic school is located.
2. Supply applications (B6T) to the parents/guardians of the students upon registration in the nonpublic school.
3. Annually collect the applications for transportation (B6T) and submit them to the Commission within 30 days of the student's registration in the nonpublic school or by March 15th of the school year preceding the year for which transportation is being requested. Late applications shall be forwarded to the Commission upon receipt.
4. Certify on forms (B8T) prescribed by the Commissioner of Education that the named students were enrolled for the first and second semesters of the academic year. The forms (B8T) shall be returned to the Commission as prescribed by the Commission.
5. Submit the school calendar to the Commission by May 15th preceding the school year for which transportation is being requested.
6. Immediately notify the Commission when a student eligible for transportation has a change in address or withdraws from the nonpublic school.

PARENT/GUARDIAN RESPONSIBILITIES

It is the obligation of a parent/guardian to:

1. Complete the "Application for Private School Transportation" (B6T) annually and submit it to the private school on or before March 10 preceding the school year for which transportation is being requested. Late applications: An application received after March 10 is a late application. Eligible students will receive transportation or aid in lieu of transportation based upon the date the application is received by the Commission. The Commission will notify the parent/guardian as to the determination of each application by August 1.
2. Submit a signed "Request for Payment of Transportation Aid" (B7T) voucher upon the Commission request.

COMMISSION RESPONSIBILITIES

It is the obligation of the Commission to:

1. Date stamp applications upon receipt and verify information.
2. Prepare nonpublic school routes. Prior to making the determination to pay aid in lieu of transportation, the Commission shall advertise for bids.
3. Notify parent/guardian as to the determination of each application by August 1st. If transportation will be provided, a bus pass will be used as notification to parent/guardian. Late Application: Any application received after March 15th is a late application. Eligible students are entitled to receive transportation or aid in lieu of transportation based upon the date the application is received by the Commission.
4. Prepare the "Private School Transportation Summary" (B8T) and submit it to the private schools for January and May certifications.
5. Send the "Request for Payment of Transportation Aid" (B7T) voucher to parent/guardian of eligible students for first and second semester aid in lieu of transportation payments. NOTE: The Commission is not required to pay aid in lieu of transportation when vouchers are not signed and returned by the parent/guardian before the end of the fiscal year.

Payment is made after the voucher (B7T) is received for the semester. The first semester payment is paid in February and the second semester payment is paid in June. Local Boards of Education shall not expend more than the maximum per student amount in accordance with NJSA 18A:39-1.

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates below.

Witness:

By:

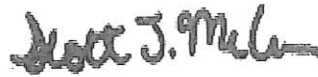
District Business Administrator

District Board President

Date: _____

Witness:

By:



Christopher J. Mullins
MOESC School Business Administrator/
Board Secretary

Scott McCue
MOESC Board President