



July 1, 2018

Dear Parent or Guardian:

Enclosed please find the application form and information regarding transportation reimbursement for your student(s) that attend non-public schools that are located outside the boundaries of School District 834.

Reminder: Reimbursement will be based on a one school maximum per vehicle. Students in a family attending different appropriate nonpublic schools, which does not include K-8 at Catholic or Lutheran schools as there are appropriate non-public schools within the District, will receive reimbursement for each school attended. Siblings attending the same appropriate nonpublic school will receive a maximum of one student reimbursement.

The form along with the proof of insurance must be returned to our District Transportation Office postmarked by February 1st of the current school year.

Reimbursement checks will be mailed by the middle of July 2019 for the 2018-2019 school year after verification of attendance from the school attended.

Sincerely,

Stillwater Transportation Department
651-351-8377

Enclosures: Application Form/District Policy

STILLWATER AREA SCHOOLS - DISTRICT #834
1875 Greeley St. S., Stillwater, MN 55082

2018/2019 APPLICATION FOR REIMBURSEMENT FOR TRANSPORTATION TO NON-PUBLIC SCHOOLS
LOCATED OUTSIDE THE BOUNDARIES OF SCHOOL DISTRICT #834

Please fill out the form completely and **attach your vehicle insurance card.**

Name of parent(s) or guardian(s): _____

Address: _____

City

State

Zip

Telephone Number: _____ Cell Phone Number: _____

Name of non-public school attending:

Name of School #1 _____ School #2 _____

Address: _____ Address: _____

City: _____ State: _____ Zip Code: _____ City: _____ State: _____ Zip Code: _____

School Phone # _____ School Phone # _____

Start Date _____ End Date _____ Start Date _____ End Date _____

Name(s) of child(ren) attending non-public school outside of District #834:

Name: _____ School: _____ Grade: _____

Name: _____ School: _____ Grade: _____

Name: _____ School: _____ Grade: _____

Name: _____ School: _____ Grade: _____

Name: _____ School: _____ Grade: _____

****Auto Insurance: You are required by the State of Minnesota to provide proof of insurance on the vehicle that you are transporting your student(s) to school in. Please attach a current, valid copy of your insurance card here. You will not be reimbursed with out proof of insurance.**

Upon completion of the school year, your non-public school will forward a record of attendance for each child to the Stillwater Area Schools Transportation Office.

Signature (Parent/Guardian)

Date

Please note that this form **MUST be turned in to our office **no later** than February 1, 2019.
Stillwater Area Schools, Transportation Office, 1875 Greeley St. S., Stillwater, MN 55082

XIV SPECIAL TRANSPORTATION FOR NON-PUBLIC SCHOOL PURPOSES

Residents of School District 834, who elect to send their children to private schools outside of the boundaries of the school district, will receive reimbursement for transportation of children to the district boundary provided that the following conditions are satisfied:

1. The application for reimbursement must be received in writing by the Stillwater Transportation Department by February 1 of the current school year. Mailed applications must be postmarked by February 1. The application must include the make and year of the vehicle to be utilized, a certificate of insurance, the length of the school year, the names of the children, and the name and address of the school.
2. After the school year has been completed, a record of attendance for each child must be forwarded to School District 834 by the school of attendance. This record will serve as the basis for reimbursement.
3. Reimbursement will be based on a one school maximum per vehicle. Students in a family attending different appropriate nonpublic schools will receive reimbursement for each school attended. Siblings attending the same appropriate nonpublic school will receive a maximum of one student reimbursement.

Actual reimbursement will be based on the average cost per pupil, per mile for transportation of students attending schools within the boundaries of School District 834 during the preceding school year. Administrative and building costs will not be included in the calculations. The distance will be measured from the home to the District boundary by the most direct route. In no case will the actual reimbursement per child be less than \$.40 per day, or exceed the actual cost of transporting students to the District boundary.

Rule Approved: 1/26/72
 Reviewed: 5/8/85
 Amended: 12/15/94
 Amended: 7/28/09
 Amended: 3/12/10
 Amended: 4/20/12