July 1, 2019

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 2020 for the 2019-2020 school year after verification of attendance from the school attended.

Sincerely,

Stillwater Transportation Department
651-351-8377

Enclosures: Application Form/District Policy
Please fill out the form completely and attach your vehicle insurance card.

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

Address: ________________________________________________________

City: ___________________ State: __________ Zip Code: __________

Telephone Number: ___________________________ Cell Phone Number: ___________________________

Name of non-public school attending:

Name of School #1 ___________________________ School #2 ___________________________

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, 2020. Stillwater Area Schools, Transportation Office, 1875 Greeley St. S., Stillwater, MN 55082

Yellow
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