

## **BUS REIMBURSEMENT INFORMATION**

Date: April 4, 2018  
To: PCHS Parents  
From: Dan Van Kooten, PCHS Principal  
Re: Transportation Reimbursement Request Form(s)

In order to receive your Non-Public Transportation Reimbursement the appropriate form (attached) must be completed and sent to your respective public school district by May 1.

The program requires the following:

1. Parents must complete the appropriate form and return it to the public school district office ASAP.
  - a. Fill out "Nonpublic Parent Reimbursement Form" if your student drives to school (This must be returned to your school district office by May 1, 2018).
2. You are allowed to claim up to 3, K-8 students, and no more than 1 high school student
3. Make sure you sign and date the form.
4. That you act now! **Before the May 1, 2018 deadline.**

The completed form must be in the hands of the respective public school office ASAP. (Select the school district that applies to you.)

Montezuma Community School District  
Attn: Transportation Director  
504 N 4<sup>th</sup> St  
Montezuma IA 50171

Knoxville School District  
Attn: Transportation Director  
309 W Main St  
Knoxville IA 50138

\*Newton Community School District  
Attn: Gayle Isaac  
1302 1<sup>st</sup> Ave West  
Newton IA 50208  
**\*Newton students should fill out form for both bus riders AND those who drive their own vehicle**

North Mahaska School District  
Attn: Transportation Director  
PO Box 89  
New Sharon IA 50207

Twin Cedars High School  
Attn: Brian Vander Sluis  
2204 Hwy G-71  
Bussey IA 50044

Tri-County School District  
Attn: Transportation Director  
3003 Hwy 22  
Thornburg IA 50255

## NONPUBLIC PARENT REIMBURSEMENT REQUEST FORM

**Notice to Nonpublic Parents:**

Iowa Code Section 285.1 requires public school districts to provide transportation services to resident nonpublic students that are entitled as per that section. How the transportation service will be provided is to be determined by the public school district. When funds are appropriated by the Iowa General Assembly **and** if your public school district has selected "Parent Reimbursement" as their transportation service type of choice **and** you meet the transportation entitlement policy provisions of the public school district in which you live **and** the nonpublic school being attended has been accredited by the Iowa Department of Education, you are entitled to parent reimbursement as per Iowa Code Sections 285.1, subparagraph 3 and 285.3.

(Iowa Code, Section 285.3) If your public school district selects the "Parent Reimbursement" option, it is your responsibility as the nonpublic parent or guardian to notify your resident public school district that you have children attending an accredited nonpublic school and its location. In addition, specific information, as requested on this form, must be submitted by the nonpublic parent or guardian not later than **December 1<sup>st</sup>** (for first semester reimbursement) and **May 1<sup>st</sup>** (for second semester reimbursement), each year. Failure to submit this request by the above deadline each semester will result in the denial of the reimbursement request for the claim period.

NAME (Parent or Legal Guardian): \_\_\_\_\_

ADDRESS (of parent or legal guardian): \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

Is this the location (address) at which the nonpublic student(s) listed below now reside? **[Circle one: Yes No]**  
(If "No", indicate beneath the name of each student listed below the address where each nonpublic student(s) lives.)

*[Iowa Code, Section 285.1, subsection 3, limits the number of students that may be eligible for parent reimbursement to a maximum of three (3) elementary students and one (1) high school student per family.]*

Name-Nonpublic <u>Elementary</u> Student(s) (Last, MI, First) (Maximum of 3 Elementary Students)	Age of Student	Grade Level (this year)	Name - Nonpublic School of Attendance	Distance between Std. Residence & Nonpublic School
1. Address:				Miles =
2. Address:				Miles =
3. Address:				Miles =

Name-Nonpublic <u>High School</u> Student (Last, MI, First) (Maximum of 1 High School)	Age of Student	Grade Level (this year)	Name - Nonpublic School of Attendance	Distance between Std. Residence & Nonpublic School
1. Address:				Miles =

I certify that the above information is accurate and that I am a parent or legal guardian of the above named nonpublic student(s). I also affirm that the nonpublic school(s) of attendance is/are accredited by the Iowa Department of Education.

**Parent or Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

RETURN THIS FORM TO:  
(Name and address of the resident public school district.)

**For public school district use only:**

Enter or Stamp Date Received Here:

Received by: