



CENTRAL SCHOOL DISTRICT



P.O. Box AA • MILLBROOK, NEW YORK 12545 (845) 677-4200

OFFICE OF THE ASSISTANT SUPERINTENDENT FOR BUSINESS, FINANCE & OPERATIONS

Transportation for Non-Public School Students

An Open Letter to Non-Public Schools and Non-Public School Parents & Guardians

Distributed in September, 2014 and current until an updated letter is distributed.

Updated and redistributed in March, 2015.

There are traditionally many questions regarding transportation to non-public schools. The purpose of this open letter is to inform non-public school parents and guardians of their rights and responsibilities with regard to transportation.

According to New York State Education Law, Sec. 3635, a school district is required to provide transportation for non-public school students who reside within the district's borders to their non-public school, if the distance from home to the non-public school is less than 15 miles. Please note that requests for transportation of distances greater than 15 miles will be denied, even if they have been approved in the past. Distances will be measured by Google Maps, using the nearest traversable routes.

In the event that there is at least one non-public transportation request to a given school that is within the 15-mile limit, Millbrook Central School District will create a centralized pick-up point which will accommodate all other transportation requests for that school, which otherwise would have been denied. It will be the responsibility of the parents or guardians of those students to provide transportation to the centralized pick-up point.

Also, please note that all transportation requests must be made by **April 1st** of the school year preceding the year in which transportation is being requested. Failure to do so will result in the denial of transportation, subject to the following exceptions:

- 1.) if a student moves into the district after April 1st, the request must be made within 30 days of establishing residency;
- 2.) if the transportation can be provided at no additional cost to the District; and/or,
- 3.) if there is a 'reasonable explanation' for the delay that is presented to, and approved by, the Board of Education. Reasonability is solely decided by the Board of Education, and its decision is final.

Thank you for your attention to, and cooperation with this letter. If you have any questions resulting from this correspondence, I am available at brian.fried@millbrookcsd.org or at 677.4200, x1102.

Sincerely,

Brian S. Fried

Brian S. Fried
Assistant Superintendent for Business, Finance & Operations