



JACKSON TOWNSHIP SCHOOL DISTRICT

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Mrs. Nicole Pormilli
Superintendent of Schools

Ms. Michelle Richardson
Business Administrator/Board Secretary

March 2, 2022

IMPORTANT:

NEW B6T Process for Jackson Students Attending Lakewood Schools for the 2022-2023 School Year

Dear Parents,

We have received feedback from many parents via email and in person at our Board of Education meetings, asking the Jackson School District to accelerate our timeline for informing parents about the status of transportation for the coming year and to improve the communication and tracking of forms submitted by parents. We are happy to report that we have:

1. Successfully improved our timelines to inform our families about the status of transportation for the coming year. [This information as presented at the February 16, 2022 Board of Education meeting](#) is available on our non-public transportation information website - www.jacksonsd.org/nonpublicinfo
2. Created an online version of the B6T Application for Private School Transportation that will **generate an email receipt back** to the parent showing the information that was received via the online form. **Please read the information in the remainder of this letter to understand how we will use this form and what we are asking our private school parents to do.**

FILLING OUT THE ONLINE B6T FORM

To address concerns regarding the tracking of paperwork and multiple submissions of the paper B6T form, we have created an **ONLINE VERSION of the B6T Form**, which will generate a **timestamped email receipt** back to parents showing the form has been received. This new online form will allow us to speed up the processing of B6Ts and will provide proof of submission for both the district and the parent submitting the form.

We recognize that most parents have likely already completed a paper version of the B6T form for the 2022-2023 school year. **HOWEVER - we are asking all of our private school parents to ALSO SUBMIT AN ONLINE VERSION OF THE B6T FORM via this new online form no later than March 10, 2022.** Doing this will take only a few minutes and will be a tremendous help to us in processing these forms.

IF YOU HAVE ALREADY SUBMITTED A PAPER VERSION OF THE B6T TO YOUR PRIVATE SCHOOL:

- We respectfully request that parents submit the online form as well via the link below as soon as possible, and no later than March 10.

IF YOU HAVE NOT YET SUBMITTED A B6T FORM TO YOUR PRIVATE SCHOOL:

- Use the link below to submit an online version of the B6T. You **MUST** submit this **by March 10, 2022** (the state-mandated deadline) in order to have your application submitted on time.

[LINK TO ONLINE B6T FORM - www.jacksonsd.org/onlineb6t](http://www.jacksonsd.org/onlineb6t)

PLEASE REMEMBER:

- Parents will have to complete an online form for every potentially eligible student in their home.
- If parents do not have access to a computer, please contact your private school for assistance.

THE PROCESS MOVING FORWARD:

- We will return the information submitted on these online B6Ts to each private school for their review and confirmation so private schools can discuss any discrepancies or missing records to ensure we have a complete record of all B6Ts received.
- The private school will then prepare the B8T for the Nonpublic School and the School to confirm each student's enrollment.
- This information will allow us to more quickly bid transportation routes as required by NJSA 18A:39-1.8, which is a 21-day process.
 - If bids are received, the Board will be asked to approve the bids at their April 27, 2022 Board of Education meeting. We anticipate that the entire process will be completed by May 6.

If parents have questions about their B6T, please instruct them to send an email to B6Tquestion@jacksonsd.org. They can also visit our website which contains all of this information: www.jacksonsd.org/nonpublicinfo.

We hope that this new initiative will be helpful to everyone involved with our growing nonpublic community including parents, private school administrators, and the Jackson School District. We appreciate your patience as we navigate this process to do what is best for all of Jackson's students.

Sincerely,



Michelle D. Richardson
Business Administrator/Board Secretary

CC: Lakewood Nonpublic School Administrators
Nicole Pormilli, Superintendent of Schools, Jackson School District