STATE OF NEW JERSEY
DEPARTMENT OF EDUCATION

Nonpublic School State Funded Programs
Recommended Timeline for Timely Delivery of Services and Products
(Chapt. 192/193, Nursing, Textbooks and Technology)

	TASK/ACTIVITY	TIME FRAME
1.	The school district determines how services/products will be provided for the upcoming school year—either by the district or by a third party provider.	No later than mid March
2.	The school district consults with the nonpublic schools to understand the needs of eligible students and determine the services/products to be provided in the upcoming school year. For planning purposes, the school district can use the previous year's entitlement amounts for cost estimates of the services/products to be provided. If a new provider for 192/193 or nursing service is sought, "timely and meaningful consultation" with the nonpublic school and parents should take place prior to any change, and typically no later than the end of March.	By the end of March if there will be a change in the service provider By the end of May if there will be no change in the service provider
3.	If a new provider/vendor is sought, the school district initiates the contracting process.	Early April
4.	The school district obtains necessary board approvals for contracts for nonpublic services and products. Once a decision to change providers has been made, and prior to the effective date of the change in service, the nonpublic school must be notified.	**June - August Board Meeting**
5.	NJDOE supplies entitlement figures to school districts. • Nursing, textbooks and technology • Chapter 192/193	• Mid-July • Mid-August
6.	The school district informs nonpublic schools of the State entitlement figures and adjusts purchase orders/contracts accordingly.	Mid-to-end of July for nursing, textbooks and technology End of August for 192/193
7.	The school district or service provider begins services for eligible students and purchased products are delivered to nonpublic schools.	The start of the school year

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