

MONMOUTH-OCEAN EDUCATIONAL SERVICES COMMISSION

Instructional Services Agreement
For
IDEA-B ARRA Funds for Non-Public School
Students with Disabilities

A. Pursuant to official action taken at the meeting of the Board of Education of _____ held on _____ (Date)

1. Said Board agrees that the Board of Directors of the Monmouth-Ocean Educational Services Commission (MOESC), the Service Provider, shall provide auxiliary services limited to provision of services administration, and supervision inherent in providing a program in accordance with Part B CFR 300.450-462 and N.J. State PL 2001, Chapter 230.

2. The terms of the Agreement shall be in effect from July 1, 2009 through September 30, 2011.

3. BILLING & PAYMENT

a. The Participating District agrees to a ten (10) month billing, equal to the total proportionate share of IDEA-B ARRA Funds for non-public schools. The MOESC will submit a claimant certification in the amount of the billing on or about September 15 for payments to the Commission. The claimant's certification should be processed as an annual purchase order and payable in the ten (10) monthly installments. The Board also agrees to accept any changes in billing and collection procedures that may be provided in any revisions of statutes, administrative law procedures, or by resolution of the Board of Directors of the MOESC.

b. The Commission will provide an initial statement to each district of the services that will be provided in accordance with Part B CFR 300.454.

c. The forwarding of payments to the Commission by the contracting district is of utmost importance in order for the Commission to meet its obligations in a timely manner. The district shall forward to the Commission the monthly payment by 30th of the month in which the services are provided. The initial payment is due September 30th. The Commission shall have the right to discontinue services immediately without further notice if a district fails to pay its monthly billing within 15 days.

d. In the event the district project completion report indicates there are unexpended monies, said funds will be returned to the State.

4. PROCESSING OF FORMS

a. The participating District agrees to allow the Board of Directors of the MOESC to act as its agent in the distribution, collection, processing, and preparation of all forms, including the promulgated and required by the State Department of Education for the implementation of the appropriate legislative acts. These will be completed by the Commission for signature by the contracting district. It is also agreed that all requests for services be sent directly to the MOESC by the nonpublic schools.

b. Student and service verification will be provided to all districts by the use of student printouts and original forms. The printouts will indicate the names of students by district, school, and services provided.

5. SERVICES

a. The Monmouth-Ocean Educational Services Commission will offer each non-public school serviced by this contract, subject to receipt of appropriate funding, instructional services agreement.

IN WITNESS WHEREOF, The Board of Education of _____ and the Board of Directors of the MOESC, have by resolution, directed that their respective presidents and secretaries set their signatures and affix their seals. (Board Secretaries of local districts must affix to this agreement a certified copy of the Board resolution approving this contract.)

BOARD OF DIRECTORS OF THE MONMOUTH-OCEAN EDUCATIONAL SERVICES COMMISSION

Approved SEP 15 2009
(Date)

[Signature]
President Date

Kathleen Manserville
Secretary Date

BOARD OF EDUCATION OF THE DISTRICT OF _____

Approved _____
(Date)

President Date

Secretary Date