

1. The local share per pupil is that part of the per pupil amount that includes the general fund tax levy of the school district of residence's or nonresident district(s)' budget(s).

2. The State share per pupil is that part of the per pupil amount that includes the equalization aid portion of the school district of residence's or nonresident district(s)' budget(s) or amounts, if any, contained in the annual appropriations act in-lieu-of or to supplement equalization aid for the corresponding fiscal year.

(c) On or before March 30 of each year, a charter school board of trustees shall submit to the Commissioner a budget summary, budget narrative and cash flow statement for the following fiscal year, all of which are based on the most recent enrollment projections provided to the charter school by the Commissioner.

6A:23A-15.3 Enrollment counts, payment process and aid adjustments

(a) In order to enroll in a charter school, the student must first be registered in the school district in which the student resides. For any student who applies for enrollment in a charter school, a district board of education in which the charter school applicant resides shall process the registration of the student for the subsequent school year upon submission of the registration forms. A district board of education shall process in a timely manner all such registrations, including the assessment of residency and the subsequent transfer to the charter school, and shall identify the specific categorical aid for which each student qualifies.

(b) In the subsequent school year, actual average daily enrollment in a charter school shall not exceed the enrollment as specified in the school's charter and approved by the Commissioner.

(c) A district board of education shall pay to a charter school, aid the school district receives for categorical programs pursuant to N.J.S.A. 18A:36A-12b. Such aid shall be paid to a charter school in the amount that is attributable to each resident student enrolled in that charter school.

(d) A district board of education that receives preschool education aid pursuant to the provisions of N.J.S.A. 18A:7F-54 shall pay to a charter school the amount of that aid attributable to a resident student attending that charter school where:

1. The charter school has a concentration of at-risk pupils, as defined in N.J.S.A. 18A:7F-45, that is equal to or greater than 40 percent; and

2. The resident student is receiving appropriate services to be funded through that type of aid.

(e) All categorical aids paid to a charter school by a district board of education shall be accounted for in the general

fund of the charter school. Preschool aid is restricted and should be accounted for in fund 20.

(f) A charter school may apply directly to the Commissioner for aid for high cost placements for a special education student in accordance with N.J.S.A. 18A:7F-55b and c.

(g) A district board of education shall process payment(s) and payment adjustments to a charter school during any given school year as follows:

1. The district of residence and non-resident district(s) shall initiate payments to the charter school based on projected enrollment, as set forth in N.J.A.C. 6A:23-9.4(a).

2. The school district of residence and non-resident district(s) shall pay directly to a charter school the local share per pupil at the charter school rate pursuant to N.J.S.A. 18A:36A-12b in 12 equal installments starting July 15 and thereafter on the 15th of each month.

3. Pursuant to N.J.S.A. 18A:36A-12b, the district of residence and non-resident district(s) shall pay directly to the charter school for the following aids in 20 equal installments on the 9th and 23rd of every month starting with September 9 and ending with June 23, or as established by the Legislature:

i. The State share per pupil at the charter school rate; and

ii. Categorical aid attributable to the student.

4. The charter school shall submit to the resident school district a listing of all students on roll on October 15th in a format prescribed by the school district for purposes of determining State aid. Pursuant to the guidelines in the school register, the charter school shall also submit to the school district copies of all source documents related to the determination of State aid.

5. During the school year, a charter school board of trustees shall conduct an enrollment count on October 15 and the last day of the school year. A charter school board of trustees shall submit each count in a summary school register for the purposes of determining average daily enrollment.

i. The charter school board of trustees shall submit the summary school register to the Commissioner no later than one week after the two required enrollment counts required pursuant to (g)5 above.

(1) All aid paid to the charter school by the school district will be adjusted accordingly from projected enrollment to average daily enrollment on October 15 and the adjustment will be spread evenly over the remaining pay periods in the school year.

(2) A final adjustment will be calculated at year-end to account for changes in the average daily enrollment from October 15 to the end of the school year.

(3) The Commissioner will issue a report for the end of year adjustment to both the charter school and the district of residence and non-resident district(s) after the final enrollment count. If there is a reduction in aid, the charter school shall pay the full amount to the school district no later than September 30 of the subsequent school year. If there is an increase in aid, the school district shall pay the full amount to the charter school no later than September 30 of the subsequent school year.

(4) A district board of education and a charter school board of trustees may change the payment provisions as outlined in (g)2, 3 and 4 above, if mutual agreement can be reached on an alternative payment schedule.

ii. Such change in the payment provisions are only effective for the stated school year.

iii. Such change in the payment provisions require the written approval through board resolutions of both the board of trustees of the charter school and the district board of education. The charter school board of trustees and district board of education shall submit copies of such board resolutions to the Commissioner on or before July 1 of the school year in which the payment schedule is effective.

6. In the event a district board of education falls behind by 15 days in the payment schedule in (g)2, 3, 4 and 5 above, a charter school board of trustees may petition the Commissioner to have the amounts owed to the charter school deducted from the district board of education's State aid and paid directly to the charter school.

7. The payment schedule may be adjusted by the Commissioner based on the effective date of the final granting of the charter or based on significant change in enrollment during the school year.

6A:23A-15.4 Procedures for private school placements by charter schools

(a) Within 15 days of the provision of written notice to the parent(s) by a charter school of a proposed individualized education program (IEP) or proposed amendment to a child's IEP that provides for placement of the child in a private day or residential program, the charter school shall also provide written notice of such proposed placement to the school district of residence of the child's parent(s).

1. The district of residence may immediately request a copy of the student records to determine whether a less restrictive program that can appropriately meet the student's educational needs exists. The charter school shall forward a copy of the records without delay. In accordance with N.J.A.C. 6A:32-7.5(f)10, the charter school shall provide written notification to the parent that a copy of the records have been forwarded to the district of residence.

(b) When the school district of residence determines to challenge the placement, the school district of residence may, within 30 days of receiving notice of the placement, file for a due process hearing against the charter school and parent(s) of the student. The due process hearing shall be limited in scope to a determination by an administrative law judge as to whether there is a less restrictive placement that will meet the student's educational needs and, if so, whether the charter school must place the student in such program.

1. The request for a due process hearing shall be processed in accordance with the provisions of N.J.A.C. 6A:14-2.7 and, if the parties agree, mediation will be offered prior to transmittal of the matter to the Office of Administrative Law for a due process hearing.

2. For purposes of administering the request for a due process hearing, the school district of residence shall be considered the "school district" as that term is utilized in N.J.A.C. 6A:14-2.7 and the request shall be processed in accordance with the regulations applicable to requests for a due process hearing by a school district.

3. All procedural issues that arise with respect to filings by a district of residence for a due process hearing in accordance with these regulations shall be addressed by the administrative law judge assigned to hear the matter.

4. In the event that the due process petition is resolved with a determination that the student must be placed in the less restrictive program sought by the district of residence, the student shall still be considered a student enrolled in the charter school that has been placed in that program by the charter school. The charter school shall maintain the student's slot in its enrollment and provide all child study team services for the student, including the development of an IEP and the monitoring of the implementation of the student's IEPs.

SUBCHAPTER 16. DOUBLE ENTRY BOOKKEEPING AND GAAP ACCOUNTING

6A:23A-16.1 Prescribed system of double-entry bookkeeping and GAAP accounting

(a) Each district board of education and charter school board of trustees shall maintain a uniform system of financial bookkeeping and reporting.

(b) Each district board of education and charter school board of trustees shall ensure that the uniform system is fully consistent with the "generally accepted accounting principles" (henceforth referred to as GAAP) as set forth in the Governmental Accounting and Financial Reporting Standards Original Pronouncements, published annually by the Governmental Accounting Standards Board (GASB; 401 Merritt 7, P.O. Box 5116, Norwalk CT), incorporated herein by reference as amended and supplemented, and is compatible with