



KATRINA T. MCCOMBS
STATE DISTRICT SUPERINTENDENT

CAMDEN CITY SCHOOL DISTRICT
1033 CAMBRIDGE STREET, CAMDEN, NEW JERSEY 08105
856-966-2000 • www.camden.k12.nj.us
(856) 966-2139 Fax

To Whom It May Concern:

Please be advised that any requests for transportation reimbursement and/or tuition payments for CCSD students placed in alternative settings outside the district (including, but not limited to, a resource family home, a State facility, a group home, a program operated by the New Jersey Department of Corrections or the Juvenile Justice Commission) or deemed homeless, should comply with the following procedures: In order to ensure prompt payment for any student placed in one of the above settings, the district of attendance should contact CCSD as soon as possible after it registers a student who may be the financial responsibility of CCSD, but no later than 30 days after enrollment, to consult with CCSD on transportation arrangements, CST services, and the educational program. Once CCSD verifies fiscal responsibility for the student and reviews the appropriateness of the placement and transportation arrangements, CCSD will remit timely payment.

Please contact Sandra Cintron (scintron@camden.k12.nj.us) for initial notification and consultation of a student who is the fiscal responsibility of CCSD.

Please contact Abby Ramos (aramos@camden.k12.nj.us) for questions about payment for transportation and/or tuition.

Sincerely,

A handwritten signature in blue ink, appearing to read "Anisah Coppin".

Anisah Coppin
School Business Administrator/Board Secretary
Camden City School District