



## Homebound Instruction Agreement

Date: 4-13-2021

To: Union County Educational Service Commissions  
Attn: Ms. Marialena Winter  
From: Alexandra Arnese, Educational Director

This is the **2021-2022** Silvergate Prep Homebound Instruction Agreement

Billing is **\$32.50 per hour for a total of 5-10 hours per week** - Length of stay is expected to extend greater than 10 school days at an estimated length of stay of 30 days.

At the end of each week, student work will be provided to the school. A weekly itemized bill detailing the instructional hours will be sent to the district finance department.

Educational Services, billing and payments will be handled through Silvergate Prep (New Jersey Approved Provider Code 35 6035 160). If there is additional information you require, please contact **Felicia Rembert @ frembert@silvergateprep.com**. Thank you for your assistance.

School District:

Silvergate Prep:

\_\_\_\_\_  
Signature

Alexandra Arnese  
Signature

\_\_\_\_\_  
Name

Alexandra Arnese  
Name

\_\_\_\_\_  
Title

Educational Director  
Title

\_\_\_\_\_  
Date

4-13-2021  
Date



**Billing:**

Silvergate Prep will provide a weekly detailed invoice to the school district based on the school district's rules (hours approved per child, cost per hour, invoicing process, etc.). Payment is expected within 30 days of receipt of invoice. Payments should be made payable to Silvergate Prep. Silvergate Prep pays each certified teacher directly.

**Services Offered:**

Students assigned to Silvergate Prep receive direct instruction by a NJ certified teacher.

**Contract:**

THERE IS NO REQUIRED MINIMUM CONTRACT WITH THE SCHOOL DISTRICT. Silvergate Prep will work with one student or 100 students. Since we do not require a minimum amount of hours, there are no risks to utilizing our program.

**Contact:**

Felicia Rembert  
Operations Administrator  
Office: 908-801-6700 Ext. 6101  
Email: [Frembert@silvergateprep.com](mailto:Frembert@silvergateprep.com)