



STATE OF NEW JERSEY DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: April 22, 2026
To: Local Educational Agency Leads
Route To: School District Business Administrators, Private School Bus Contractors,
County Transportation Agencies, County Transportation Coordinators
From: Ambrose F. Duckett III, Assistant Commissioner
Division of Field Support and Services
Deadline: August 15, 2026

Updated Annual Certification Submission Deadline for School Bus Drivers and Aides

Pursuant to N.J.S.A. 18A:39-17 and N.J.S.A. 18A:39-18, school districts and private bus contractors that provide student transportation services are required to annually certify to the Executive County Superintendent that all employed school bus drivers and aides are properly credentialed and trained prior to the beginning of student transportation.

To support timely review and identification of incomplete or missing documentation before the beginning of the school year, the annual certification submission deadline will now be **August 15 of each year**.

Private bus contractors who receive this communication and are no longer operational are encouraged to notify the Office of School Bus Safety so that records may be updated accordingly.

Contact Information

The Office of School Bus Safety can be reached by email at officeofschoolbussafety@doe.nj.gov or phone (609) 376-3615.