

STUDENT AID PROGRAMS

POLICY STATEMENT

- A. Parent/Guardians who claim that their financial conditions are such that they cannot afford to pay for the required materials and supplies for their child(ren) may request financial assistance from the District.
- B. Before any financial assistance is given, the parent or guardian of the child(ren) will submit a statement of need to the District Administrator, or designee, for evaluation. If the student's family is on governmental assistance, or is receiving aid from any governmental organization, this fact should be noted on the statement. Requests for financial assistance will be filed in the district administrative office. The parent or guardian of the child(ren) will be advised of any action taken by the district administrative office.
- C. The district administrative office will report the names of the indigent children to the authority administering general relief for the county.

PROCEDURE

- A. If the family of a child claims that their financial conditions are such that they cannot afford to pay for required materials and supplies, the District Administrator, or designee, may waive the materials or supplies fees, or provide for the purchase of such materials or supplies for the student. This will be done only in accordance with the following procedures:
 - 1. A statement of need, signed by the child's parent or guardian, must be filed with the District Administrator, or designee. This statement must include:
 - a. Financial information, including information concerning the parent(s) or guardian's weekly, bi-weekly, monthly or annual income.
 - b. The number of family members residing in the household.
 - c. Information concerning other aid the family may be receiving aid from governmental organizations or agencies.
 - d. Special hardship information which may be necessary to support the request for financial assistance. For example, financial assistance may be requested due to an illness in the family which has provided for unexpected expenses, or a fire has caused the family to lose its belongings and, therefore, created a financial burden on the parent(s) or guardian.
 - 2. The District Administrator, or designee, will evaluate the statement and any supporting information, and determine whether financial assistance in the form of waiver of fees or purchase of materials or supplies is necessary.
 - 3. The parent(s) or guardian will be advised of any action taken by the District Administrator, or designee.

4. If it is determined that financial assistance is necessary, the administrative office will report the names of the indigent students to the appropriate county Social Services Agency.

LEGAL REFERENCE: Section 118.17 Wisconsin Statutes
Section 120.12(11) Wisconsin Statutes
Section 120.13(5) Wisconsin Statutes
Section 120.13(27m) Wisconsin Statutes
McKinney-Vento Homeless Assistance Act (Federal Law)

CROSS-REFERENCE: