

SCHOOL DISTRICT OF NEW LONDON

ADMINISTRATIVE GUIDELINE 452 - STUDENT AID PROGRAMS

- A. 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:
1. Financial information, including information concerning the parent(s) or guardian's weekly, bi-weekly, monthly or annual income.
 2. The number of family members residing in the household.
 3. Information concerning other aid the family may be receiving aid from governmental organizations or agencies.
 4. 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.
- B. 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.
- C. The parent(s) or guardian will be advised of any action taken by the District Administrator, or designee.
- D. 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.

ADOPTION DATE: May 10, 1999

REVISION DATE(S): August 14, 2006; March 25, 2019

REVIEW DATE(S): February 13, 2019; February 14, 2024

CROSS-REFERENCE: Policy 452 Student Aid Programs

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)