

Temporary Aid for Indigent Children

Section 1. Educational Materials. The legal guardian is responsible for making necessary provisions for the payment of the approved educational materials fee for each child enrolled in the East Allen County Schools.

Textbook assistance is available to qualified guardians in accordance with the statutes of the State of Indiana.

Financial assistance to guardians is available within the procedures as outlined in "A Guide for Parents and Students of the East Allen County Schools." These procedures have been established in accordance with the statutes governing financial assistance.

Section 2. Textbook Assistance.

1. Only approved free or reduced lunch applicants shall be eligible for textbook assistance.
2. The Application for Free and Reduced Price School Meals and/or Textbook Assistance, School Form No. 521, revised 1987, will be used to determine eligibility.
3. October 1 is the requested deadline for submission of the Free/Reduced Lunch Applications by parents/guardians. New applications are required each school year. Applications must be accepted at any point in the school year, but may not be included in the State Textbook Reimbursement Report if received after October 15.
4. Schools will enter the lunch application information into the AS400 Food Service Menu as applications are received. All data should be entered on the AS400 by October 15 to be included in the annual Textbook Reimbursement claim to the state.
5. On or about October 20, a list of students, along with the eligible textbook and workbook assistance tabulated by building and by grade level, will be generated by Computer Services and forwarded to the Business Office.
6. By October 31, the Business Office will submit the Textbook Reimbursement application to the Indiana Department of Education.
7. Upon receipt of Textbook Reimbursement from the Indiana Department of Education, the Business Office will receipt the proceeds appropriately to the general fund and textbook rental fund and notify each school concerning the assistance received for each pupil.