

# NEW TRIER TOWNSHIP HIGH SCHOOL DISTRICT 203



*To commit minds to inquiry, hearts to compassion, and lives to the service of humanity.®*

May 30, 2021

Dear Parent or Guardian:

New Trier Township High School offers financial assistance for families who qualify in accordance with Board of Education Policy: Waiver of School Fees. To qualify for financial assistance families must meet the income thresholds under the 2021 Federal Poverty Guidelines established by the U.S. Department of Health and Human Services. According to the 2021 Poverty Guidelines, a family of four with an annual household income of less than \$49,025. Students may also be eligible for financial assistance due to temporary financial hardships caused by loss of one's home due to fire, unemployment, illness, or other emergencies that create a severe impact on family income levels. In order to be considered for financial assistance families must complete an application and submit a copy of their 2020 federal income tax return.

We also ask that you note the following:

- All supporting documentation and income verification must be submitted with your application. Incomplete applications will not be reviewed until all documents are submitted.
- Financial assistance is granted for one school year and is not retroactive. Families must request assistance for each school year and reapply each school year.
- Families must apply for Summer School financial assistance separately. To be considered for Summer School financial assistance, a family must be approved for financial assistance during the previous school year. Summer School financial assistance is available for class fees only. Free lunch program and transportation are not included in the Summer School financial assistance package.
- We hold all information contained in the application and accompanying documentation in confidence.

Please mail or drop off your application by July 31, 2021 to the attention of the administrative assistant listed below:

Patt Schneider  
7 Happ Road  
Northfield, IL 60093

All questions or inquiries should be directed to Athena Arvanitis, Assistant Principal for Student Programs and Operations by email at [arvanita@nthsh.net](mailto:arvanita@nthsh.net). Although applications will be reviewed during this time, I will be out of the office and available only by email during the month of July and the first two weeks of August.

Sincerely,

A handwritten signature in cursive script that reads 'Athena Arvanitis'.

Athena Arvanitis  
Assistant Principal, Student Programs and Operations

New Trier Township High School District 203  
**APPLICATION FOR FINANCIAL ASSISTANCE 2021-2022**

To determine eligibility for various financial assistance benefits your child(ren) may qualify for, please complete, sign and return this application to Patt Schneider, Administrative Assistant, New Trier High School, 7 Happ Road, Northfield, IL 60093

Name of Student \_\_\_\_\_

Adviser \_\_\_\_\_ Student I.D. Number \_\_\_\_\_

**ELIGIBILITY**

Please note the eligibility requirements listed in the attached Board Policy Statement and submit the following:

**WRITTEN EVIDENCE**

**You must provide** income verification as evidence of your eligibility. Acceptable income verification documents are:

- 1. A copy of your filed 2020 Federal Income Tax Return**
- 2. If you did not file income taxes in 2020, submit a copy of your payroll check stubs, two stubs for each employed parent/guardian OR a copy of your SSI benefit statement. *\*\*Parents who use this form of evidence must sign an affidavit indicating they did not file income tax returns for 2020\*\****

**REQUIRED INFORMATION**

Please provide the information requested in the following sections.

**Section 1: Household Income**

The United States Department of Agriculture has issued the following income guidelines beginning July 1, 2021. In order for your son or daughter to be eligible for free lunch pursuant to the School Free Lunch Program Act, 105 ILCS 125 / .01 et.seq., your family's gross income (before taxes) must be at or below the levels below.

***Please circle in the box below your household gross income\* and family size.***

<b>Income Eligibility Guidelines, July 1, 2021</b>					
Household Size	Annual Income	Monthly Income	Twice a Month	Every 2 Weeks	Weekly
1	23,828	1,986	993	917	459
2	32,227	2,686	1,343	1,240	620
3	40,626	3,386	1,693	1,563	782
4	49,025	4,086	2,043	1,886	943
5	57,424	4,786	2,393	2,209	1,105
6	65,823	5,486	2,743	2,532	1,266
7	74,222	6,186	3,093	2,855	1,426
8	82,621	6,886	3,443	3,178	1,589
For each add'l fam member, add	8,399	700	350	324	162

*\*\*Income,\*\* as the term is used in this Notice, means income before any deductions such as income taxes, Social Security taxes, insurance premiums, charitable contributions, and bonds. It includes the following: 1) monetary compensation for services including wages, salary, commissions or fees; 2) net income from non-farm self-employment; 3) net income from farm self-employment; 4) Social Security; 5) dividends or interest on savings or bonds or income from estates or trusts; 6) net rental income; 7) public assistance or welfare payments; 8) unemployment compensation; 9) government civilian employee or military retirement or pensions or veteran payments; 10) private pensions or annuities; 11) alimony or child support payments; 12) regular contributions from persons not living in the household; 13) net royalties; and 14) other cash income. Other cash income would include cash amounts received or withdrawn from any source including savings, investments, trust accounts, and other resources which would be available to pay the price of a child's meal.*

IEG04 (5/03)

<b>FOR OFFICE USE ONLY – ELIGIBILITY DETERMINATION</b>		
<input type="checkbox"/> Free based on: <input type="checkbox"/> foster child <input type="checkbox"/> migrant <input type="checkbox"/> SNAP or TANF <input type="checkbox"/> runaway <input type="checkbox"/> homeless <input type="checkbox"/> household's income	<input type="checkbox"/> Denied – Reason: <input type="checkbox"/> income too high <input type="checkbox"/> incomplete application <input type="checkbox"/> non-qualifying SNAP/TANF	Signature of School Official: _____

**Section 2: Pertinent Information**

Describe any extenuating circumstances concerning your request for financial assistance. (You may attach extra sheets, if necessary.)

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There are various forms of financial assistance benefits offered to support New Trier students. All financial assistance benefits are approved based on household income. **Please check each form of assistance for which you'd like to apply.**

I request:

\_\_\_\_\_ Free Lunch Program for the 2021 - 22 school year.

\_\_\_\_\_ Waiver of student fees for the 2021 - 2022 school year.

\_\_\_\_\_ Textbook Loan Program for the 2021 - 2022 school year.  
Note: Supplies and calculators are not included.

\_\_\_\_\_ School bus transportation for the 2021 - 2022 school year.

\_\_\_\_\_ iPad Loan Program for the 2021 - 22 school year.

*I have reviewed the District's policy and am specifically aware that supplying false information to obtain a fee waiver and financial assistance from the District is a Class 4 Felony (Ill. Rev. Stat., Ch. 38, Sec. 17-6). I certify (promise) that all information on this application is true and that all income is reported. I understand that school officials may verify (check) the information. I understand that if I purposely give false information, my children may lose meal and all financial assistance benefits, and I may be prosecuted.*

Parent/Guardian \_\_\_\_\_  
Signature Date

Print Name of Parent/Guardian \_\_\_\_\_

Address \_\_\_\_\_  
Number and Street City Zip

Phone \_\_\_\_\_  
Home Work Cell

Social Security Number: **\*\*\*-\*\*-\_\_\_\_\_**  I do not have a Social Security Number



# NEW TRIER TOWNSHIP HIGH SCHOOL DISTRICT 203

Board of Education Policy 4.140

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## OPERATIONAL SERVICES

### WAIVER OF STUDENT FEES

#### Waiver of Student Fees

The Superintendent or designee will recommend to the Board of Education a schedule of fees, if any, to be charged students for the use of textbooks, consumable materials, extracurricular activities, school food service costs, and other school student fees. Students must also pay for the loss of or damage to school books or other school-owned materials.

Fees for textbooks, other instructional materials, and driver education are waived for students who meet the eligibility criteria for a fee waiver as described in this policy. In order that no student is denied educational services or academic credit due to the inability of parents/guardians to pay student fees, the Superintendent will recommend to the Board which additional fees, if any, the District will waive for students who meet the eligibility criteria for fee waiver. Students receiving a fee waiver are not exempt from charges for lost and damaged books, locks, materials, supplies, and equipment.

#### Notification

The Superintendent shall ensure that applications for fee waivers are widely available and distributed according to State law and Ill. State Board of Education (ISBE) rule and that provisions for assisting parents/guardians in completing the application are available.

#### Eligibility Criteria

A student shall be eligible for a fee waiver when the student currently lives in a household that meets the same income guidelines, with the same limits based on household size, that are used for the federal free meals program.

The Superintendent or designee will give additional consideration where one or more of the following factors are present:

- Illness in the family;
- Unusual expenses such as fire, flood, storm damage, etc.;
- Unemployment;
- Emergency situations;
- When one or more of the parents/guardians are involved in a work stoppage. Verification

The Superintendent or designee shall establish a process for determining a student's eligibility for a waiver of fees in accordance with State law requirements. The Superintendent or designee may require family income verification at the time an individual applies for a fee waiver and anytime thereafter, but not more often than once every 60 calendar days.

If a student receiving a fee waiver is found to be no longer eligible during the school year, the Superintendent or designee shall notify the student's parent/guardian and charge the student a prorated amount based upon the number of school days remaining in the school year.

#### Determination and Appeal

Within 30 calendar days after the receipt of a waiver request, the Superintendent or designee shall mail a notice to the parent/guardian whenever a waiver request is denied. The denial notice shall include: (1) the reason for the denial, (2) the process and timelines for making an appeal, and (3) a statement that the parent/guardian may reapply for a waiver any time during the school year if

circumstances change. If the denial is appealed, the District shall follow the procedures for the resolution of appeals as provided in the ISBE rule on waiver of fees.

LEGAL REF.:

CROSS REF.:

ADOPTED:

105 ILCS 5/10-20.13, 5/10-22.25, 5/27-24.2, and 5/28-19.2.

23 Ill.Admin.Code §1.245 [may contain unenforceable provisions].

6:220 (Bring Your Own Technology (BYOT) Program; Responsible Use and Conduct)

May 3, 2021