

Anoka-Hennepin Home and Nonpublic Schools Office
 Textbook Aid Expenditure Guidelines for Nonpublic Schools/Homeschools

[Compliant with Minnesota Statute 123B.41](https://www.revisor.mn.gov/statutes/cite/123b.41)
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BASIC GUIDELINES		
<i>Items must be...</i>		
<ul style="list-style-type: none"> ➤ Intended for student use* <i>(See 'Student Textbook' on reverse for updated legislation on this topic)</i> 	<ul style="list-style-type: none"> ➤ New 	<ul style="list-style-type: none"> ➤ Educational in nature
<ul style="list-style-type: none"> ➤ Secular, neutral, non-ideological 	<ul style="list-style-type: none"> ➤ Purchased on/after July 1 of current fiscal year 	<ul style="list-style-type: none"> ➤ One item per individual or cooperative learning group <i>(Not applicable to homeschools)</i>

ITEMS ELIGIBLE FOR USE WITH TEXTBOOK AID All items must comply with basic guidelines	DETAIL
Blocks, cubes	
Desk map	
Division chart	
Document	
Flash cards	
Game	Must be grade level appropriate and used in a cooperative learning group setting.
Individualized multimedia system	
Individual audiobooks	Must be itemized with a US Dollar amount. Audiobook subscriptions not eligible.
Learning kit	
Magazine	Must be appropriate to grade level.
Manipulative material	A manipulative is an item that engages students in discovery through construction, placement, sorting, and creating. Must fit on a desk 20" x 30"
Model	
Novel	No books intended for placement in a library <i>(Not applicable to homeschools)</i>
Pamphlet	
Periodical	
Photograph	
Pictorial or graphic works	
Prepared instructional online or computer software program	Subscriptions more than one year in length will be reimbursed at a prorated price. Subscriptions must be purchased before the first half of the school year has been completed in order to be reimbursed for the full school year. Any purchases made in the second half of the school year will be prorated from the start date of the subscription to June 30 (the end of the fiscal year).
Prerecorded video program	
Published material	

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ITEMS ELIGIBLE FOR USE WITH TEXTBOOK AID All items must comply with basic guidelines	DETAIL
Puzzle	Must be educational in nature. Examples may include: sentence puzzles, anatomy puzzles, math puzzles, geography puzzles, map puzzles, etc.
Reproduction	
Scripts	Performance fees associated with a play script purchase are not reimbursable.
Sheet music	
Shipping fees	
Student Textbook	*Per legislation in 2019: May include teacher materials that accompany materials that a pupil uses if bundled together
Study prints and pictures	
Testing	Must be nationally norm referenced. Must be a test of achievement. Must be standardized. Proctoring fees associated with the test are not reimbursable, unless the test cannot be given without a proctor (e.g. Peabody). Practice tests are not reimbursable.
Workbook	Must not be mostly comprised of blank pages.

Examples of ITEMS NOT ELIGIBLE FOR USE WITH TEXTBOOK AID		
Answer keys, solution manuals	Audiobook subscriptions	Books intended to be placed in a library (<i>N/A for homeschools</i>)
Cameras	Classes - including presentations, webinars, college courses, instructional movies, Community Education, live lessons	Classroom consumables - including art supplies, chalk
Classroom sets, bundles, multi-packs, classroom packs, etc.	Classroom, school, site licenses, "add on" licenses, and any accompanying digital service/activation fees	Consumable kits
DVD Players	Field Trips	Geometric Solids
Hardware requiring licensing - including desktop computers, laptops, tablets	Headphones	Instructional equipment/hardware (anything intended for general classroom use) - including calculators, geometry templates, white boards, etc.
Notebooks, consumable books comprised of mostly blank pages	Overheads	Play/performance royalty fees
Practice tests, test prep	PSEO materials/college materials	Reference materials
Science consumable materials	Science equipment	Software requiring licensing
Teacher materials, teacher aids	Test proctoring fees	