

**LETTER TO HOUSEHOLDS ABOUT THE NATIONAL SCHOOL LUNCH PROGRAM AND THE SCHOOL BREAKFAST PROGRAM FOR 2011-2012 SCHOOL YEAR**

Dear Parent or Guardian:

The Paradise Unified School District takes part in the National School Lunch and School Breakfast Programs. Meals are served every school day at participating schools. All Students may purchase Breakfast at full price for **\$1.50**. Eligible students may receive meals free or at a reduced price of **40¢** for lunch and/or **00¢** for breakfast. Students may also buy milk for **40¢**. **Lunch prices will be posted later pending Board approval.**

- **This district participates in *Direct Certification*:** In a school participating in a meal program, your child is automatically certified to receive free meals, if your household currently receives Food Stamp (FS), or if your child receives California Work Opportunity and Responsibility to Kids (CalWORKs), Kinship Guardianship Assistance Payments (Kin-GAP), or Food Distribution Program on Indian Reservations (FDPIR) benefits, or Foster Care. (See "HOW TO APPLY" below.)
- If you do not receive benefits automatically qualifying your child for free meals, you may apply for free/reduced-price meals for your child(ren). If your total **household** income is the same or less than the amounts on the income scale below, your child may receive meals free or at a reduced price. "Household" means a group of related or non-related individuals who are living as one economic unit and sharing **living expenses**. "Living expenses" include rent, clothes, food, doctor bills, and utility bills. (See "HOW TO APPLY – INCOME HOUSEHOLDS" below.)

**HOW TO APPLY**

**FOODSTAMP, CalWORKs, KIN-GAP, and FDPIR BENEFITS**

If your household receives Food Stamps (FS), or if your child receives CalWORKs, Kin-GAP, or FDPIR benefits, you **MAY NOT NEED TO COMPLETE A MEAL APPLICATION**. School officials will notify you of your child(ren)'s eligibility for free meals. If you do **not** receive a notification letter by **August 30<sup>th</sup>** you **WILL NEED TO COMPLETE A MEAL APPLICATION**

**FOSTER CARE CHILDREN or CHILDREN PLACED IN OUT-OF-HOME CARE**

—Foster children are now categorically eligible for free meals. Foster children that are not notified by mail that they are directly certified must still fill out an application. **a.** They may be added to the family application as part of the household, listing any personal income earned by the foster child (this is not the foster payments that the family receives). If the family is denied free-reduced meals the foster child will still remain free.

**b.** An application may be filed for just the Foster Child listing only personal use income. **The foster parent or agency official must sign the application.**

**INCOME HOUSEHOLDS (wages, salary, pensions, etc.)**

— To apply for free or reduced-price meals for your child(ren), complete the attached **Application for Free and Reduced-Price Meals**, sign it, and return it to the school as soon as possible. The application cannot be approved unless it contains complete eligibility information. If you **do not** enter a FS, CalWORKs, Kin-GAP, or FDPIR case number for **each** student listed on the application, you must enter the following (go to next column):

- The names of all school-age children in your household and the school(s) they attend
- The names of all other children in your household who do not attend school
- The names of all adults and other household members, the amount each person received last month, and the source of income
- The Social Security number of the adult household member who signs the application or indicate "none" if the adult does not have a Social Security number.

An application must be completed with all household members and income listed, for a child who is living with relatives or friends, whether or not the child is a ward of the court.

An adult household member must sign the application.

\* A household of one means a foster child, a child in out-of-home care, or a pupil who is his/her sole support.

**INCOME ELIGIBILITY GUIDELINES**

July 1, 2011 – June 30, 2012

Household Size	Annual	Monthly	Twice Per Month	Every Two Weeks	Weekly
1	\$20,147	\$1,679	\$840	\$775	\$388
2	\$27,214	\$2,268	\$1,134	\$1,047	\$524
3	\$34,281	\$2,857	\$1,429	\$1,319	\$660
4	\$41,348	\$3,446	\$1,723	\$1,591	\$796
5	\$48,415	\$4,035	\$2,018	\$1,863	\$932
6	\$55,482	\$4,624	\$2,312	\$2,134	\$1,067
7	\$62,549	\$5,213	\$2,607	\$2,406	\$1,203
8	\$69,616	\$5,802	\$2,901	\$2,678	\$1,339
<b>For each additional</b>	<b>+\$7,067</b>	<b>+\$589</b>	<b>+\$295</b>	<b>+\$272</b>	<b>+\$136</b>

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability.

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights,

Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington,

D.C. 20250-9410 or call (202) 720-5964 (voice and TDD). The USDA is an equal opportunity provider and employer.

**CURRENT INCOME** — The amount of income each household member received **last month**, before taxes or anything else is taken out, **and** where it came from, such as earnings, welfare, pensions, and other income. If any amount **last month** was more or less than usual, write the usual monthly income or project the annual income. To calculate monthly income: **Weekly x 4.33; every two weeks x 2.15; twice a month x 2.**

**INCOME TO REPORT**

<b>EARNINGS FROM WORK</b>	<b>WELFARE CHILD SUPPORT ALIMONY</b>	<b>PENSIONS RETIREMENT SOCIAL SECURITY</b>	<b>OTHER INCOME</b>
Wages, salaries and tips, strike benefits, unemployment compensation, workers' compensation, net income from self-owned business or farm	Public assistance payments, welfare payments, alimony, and child support payments	Pensions, supplemental security income, retirement payments, Social Security Income (SSI) (including SSI a child receives)	Disability benefits; cash withdrawn from savings; interest and dividends; income from estates, trusts, and investments; regular contributions from persons not living in the household; net royalties and annuities; net rental income; any other income

**FOOD DISTRIBUTION PROGRAM ON INDIAN RESERVATIONS (FDPIR)** — Households participating in the FDPIR are categorically eligible for free meals or milk. The FDPIR is authorized by Section 4(b) of the Food Stamp Act of 1977. Under this section, eligible households may elect to participate in either the Food Stamp Program **or** the FDPIR. Since households are afforded the option to participate in either program, FDPIR households have been determined to receive the same categorical benefits as Food Stamp households.

**SOCIAL SECURITY NUMBER** — The application must have the Social Security number of the adult who signs it (last 4 digits only). If the adult does not have a Social Security number, write "none" or something else to show that the adult does not have a Social Security number. If a Food Stamp, CalWORKs, Kin-GAP, or FDPIR case number for the child is listed, or if the application is for a foster child, a social security number is **not** required.

**APPLYING FOR BENEFITS** — You may apply for benefits at any time during the school year. If you are not eligible now but your income goes down, you lose your job, your family size becomes larger, or you become eligible for Food Stamp, CalWORKs, Kin-GAP, or FDPIR benefits, you may submit an application at that time.

**VERIFICATION** — School officials may check the information on the application at any time during the school year. You may be asked to send information to prove your income, or current eligibility for Food Stamp, CalWORKs, Kin-GAP, or FDPIR benefits. Refer to the application for more detailed explanation.

**MEALS FOR DISABLED** — If you believe your child needs a food substitute or texture modification because of a disability, please contact the school. A child with a disability is entitled to a special meal at no extra charge if the disability prevents the child from eating the regular meal.

**WIC PARTICIPANTS** — If you currently receive benefits under the Special Supplemental Nutrition Program for Women, Infants, and Children—better known as the WIC Program—your child **may** be eligible for free or reduced-price meals. You are encouraged to complete an application and return it to the school for processing.

**NONDISCRIMINATION** — Children who receive free or reduced-priced meals must be treated in the same manner as those children who pay full price for their meals.

**FAIR HEARING** — If you do not agree with the school's decision regarding your application or the result of verification, you may discuss it with the school. You also have the right to a fair hearing. A fair hearing may be requested by calling or writing the following school official:

**Roger Bylund, Superintendent**  
6696 Clark Road  
Paradise, CA 95969  
(530)872-6400

**CONFIDENTIALITY** — Family size, household income, and social security number information will remain confidential and will not be shared for any purpose. Information you provide will determine your child(ren)'s eligibility to receive free or reduced-price meals.

If you have any questions or need assistance in completing the application, please contact:

The District Food Service Department  
(530)872-6496

You will be notified by mail by the Food Service Office when your application has been approved or denied for free or reduced-price meals.

**Sincerely,**

**Roger Bylund, Superintendent**  
**Paradise Unified School District**