

St. Agnes School Cafeteria

August, 2014

Cafeteria Hot Lunch Program

The school cafeteria's financial operations (on a **self-supporting** plan) include expenses such as salaries, utilities, insurance, garbage service, food and milk, which are not covered by government subsidy. In order to continue the operation of this program at our school we need your help as parents to encourage your children to eat a nutritiously balanced hot meal daily.

The Hot Lunch Program receives no financial assistance from the church or the school, so this program is totally dependent upon the number of children that eat daily. The government provides some financial assistance and some assistance in commodities which is how we keep the amount of the lunches at a low price. **Please support the hot lunch program.** Thank you.

Lunch Accounts

Monthly menus are distributed to the youngest child in school. A Type-A Elementary Lunch is served using the United States Department of Agriculture guidelines.

Each student is provided with a lunch/milk debit card. Parents are encouraged to deposit sufficient funds to cover the cost of their child(ren)'s lunch or milk for the year. **Please send checks in an envelope marked "Lunch Money" with your child's name and grade on it.**

Hot Lunch (includes milk) is **\$2.50** daily and milk is **30¢** a carton for students bringing cold lunch. Extra entrée for hot lunch is **75¢**. When your child uses his/her card for lunch or milk that amount is deducted from the child's account. Lost or damaged lunch account cards will be replaced at a cost of \$2.00. If the student's lunch account balance falls below \$0.00 a notice will be **emailed to parents**. Balances are usually checked twice a week.

Any remaining balance in the account at the end of the school year will be carried over to the next year. Credit balances from graduates will be transferred to the next oldest sibling. Any unpaid negative balance at the end of the school year will result in the student's report card being held.

Nutrition Guidelines

All foods and beverages sold individually (apart from the reimbursable school meal) shall be well-regulated and consistent with the nutritional goals of the St. Agnes Wellness Policy as required by the State. This includes:

- ✦ a la carte offerings in the food service program;
- ✦ food and beverage choices in vending machines, snack bars, school stores;
- ✦ food and beverages sold as part of school-sponsored fundraising activities.

Every effort shall be made to provide nutritious and appealing foods and beverages, such as fruits, vegetables, low-fat dairy foods and whole grain products, wherever and whenever food is sold or otherwise offered at school.

Free and Reduced-Price Lunch Program

Families interested in the Federal Government Free or Reduced-Price Lunch Program may complete the enclosed application and turn it in to the school office. **INCOME INFORMATION ON THIS FORM WILL BE HELD CONFIDENTIAL.**

More information about this Program is on the back.

Free and Reduced-Price Lunch Application Information

August, 2014

Dear Parent/Guardian:

Children need healthy meals to learn. St. Agnes School offers healthy meals every school day. Lunch costs \$2.50 a day. Your child/ren may qualify for free meals or for reduced-price meals. Reduced-price lunch is 40¢ a day. To apply for free or reduced-price meals, use the Free and Reduced-Price School Meals Application which is enclosed. We cannot approve an application that is not complete, so be sure to fill out all required information. **Income information on this form will be held confidential. Return the completed application to: Sr. Joan Sorge, St. Agnes School, 251 N. Amos Ave., Springfield, IL 62702.**

Your child/ren may qualify for free or reduced-price meals if your household income falls within the Federal Income Guidelines on the chart below.

Federal Income Eligibility Guidelines (Effective from July 1, 2014, to June 30, 2015)					
Household Size	Reduced-Price Meals (185% Federal Poverty Guideline)				
	Annual	Monthly	Twice Per Month	Every Two Weeks	Weekly
1	21,590	1,800	900	831	416
2	29,101	2,426	1,213	1,120	560
3	36,612	3,051	1,526	1,409	705
4	44,123	3,677	1,839	1,698	849
5	51,634	4,303	2,152	1,986	993
6	59,145	4,929	2,465	2,275	1,138
7	66,656	5,555	2,778	2,564	1,282
8	74,167	6,181	3,091	2,853	1,427
For each additional family member, add	7,511	626	313	289	145

1. **DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD?** No. Complete the application to apply for free or reduced price meals. *Use one Household Eligibility Application* for all students in your household per district. We cannot approve an application that is not complete, so be sure to fill out all required information. Return the completed application to the school.
2. **WHO CAN GET FREE MEALS?** All children in households receiving benefits from Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF) and/or are foster children that are under the legal responsibility of a foster care agency or court are eligible for free meals regardless of your income. Also, your children can get free meals if your household's gross income is within the free limits on the Federal Income Eligibility Guidelines. Children who meet the definition of homeless, runaway, or migrant also qualify for free meals. If you haven't been told your children will get free meals, please contact your school to see if your child(ren) qualifies.
3. **WHO CAN GET REDUCED PRICE MEALS?** Your children can get low cost meals if your household income is within the reduced price limits on the Federal Eligibility Income Chart, shown above.
4. **A MEMBER OF MY HOUSEHOLD RECEIVED SNAP OR TANF BENEFITS. THE SCHOOL SENT A LETTER STATING THAT MY CHILD IS AUTOMATICALLY APPROVED FOR FREE MEALS BASED ON DIRECT CERTIFICATION. DO I NEED TO DO ANYTHING MORE TO ENSURE THAT MY CHILD RECIEVES FREE MEALS?** No. You do not need to do anything more to receive free meals for your child. If you have students not listed on the letter, contact the school immediately. If you do not wish to receive the free meals, you should follow the steps outlined in the letter from the school to notify school personnel immediately.
5. **MY CHILD'S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT ANOTHER ONE?** Yes. Your child's application is only good for that school year and for the first few days of this school year. You must send in a new application unless the school told you that your child is eligible for the new school year.
6. **I GET WIC. CAN MY CHILD(REN) GET FREE MEALS?** Children in households participating in WIC may be eligible for free or reduced price meals. Please fill out the enclosed application.
7. **WILL THE INFORMATION I GIVE BE CHECKED?** Yes. We may also ask you to send written proof.
8. **IF I DON'T QUALIFY NOW, MAY I APPLY LATER?** Yes, you may apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed may become eligible for free and reduced price meals if the household income drops below the income limit.
9. **WHAT IF I DISAGREE WITH THE SCHOOL'S DECISION ABOUT MY APPLICATION?** You should talk to school officials. You also may ask for a hearing by calling or writing to the person listed above.
10. **MAY I APPLY IF SOMEONE IN MY HOUSEHOLD IS NOT A U.S. CITIZEN?** Yes. You or your child(ren) do not have to be U.S. citizens to qualify for free or reduced price meals.
11. **WHO SHOULD I INCLUDE AS MEMBERS OF MY HOUSEHOLD?** You must include all people living in your household, related or not (such as grandparents, other relatives, or friends) who share income and expenses. You must include yourself and all children living with you. If you live with other people who are economically independent (for example, people who you do not support, who do not share income with you or your children, and who pay a pro-rated share of expenses), do not include them.
12. **WHAT IF MY INCOME IS NOT ALWAYS THE SAME?** List the amount that you normally receive. For example, if you normally make \$1000 each month, but you missed some work last month and only made \$900, put down that you made \$1000 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. If you have lost a job or had your hours or wages reduced, use your current income.
13. **WE ARE IN THE MILITARY. DO WE INCLUDE OUR HOUSING ALLOWANCE AS INCOME?** If you get an off-base housing allowance, it must be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income.
14. **MY SPOUSE IS DEPLOYED TO A COMBAT ZONE. IS HER COMBAT PAY COUNTED AS INCOME?** No, if the combat pay is received in addition to her basic pay because of her deployment and it wasn't received before she was deployed, combat pay is not counted as income. Contact your school for more information.
15. **MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR?** To find out how to apply for SNAP, TANF or other assistance benefits, contact your local Department of Human Services office or call (800) 843-6154 (voice) or (800) 447-6404 (TTY).