



Thomas S. Cole
Assistant Superintendent for Business, Facilities
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August, 2005

Dear Parent/Guardian:

The Yorktown Central School District believes that one of the most important ways in which we can help our children perform better in their classrooms is to provide them with the nutrition necessary for the healthy growth of their minds and bodies. Therefore, we provide lunch in our school every day.

We invite all students to participate in their school food service program. Elementary students may buy lunch for \$1.50, middle school for \$1.75, and high school students for \$1.85.

Children from households that meet Federal income guidelines (outlined below) are eligible for free meals or reduced price meals. Reduced price meals cost each eligible student \$.25 for lunch. To apply for free or reduced price meals, submit a Direct Certification letter from the NYS Office of Temporary and Disability Assistance **OR** complete the enclosed application, sign it, and return it to the school as soon as possible. Please refer to the guidelines contained in this letter when completing the application.

How to Apply: To get free or reduced price meals for your children you may submit a **Direct Certification letter received from the NYS Office of Temporary and Disability Assistance, OR carefully complete the application** and return it to the school. If you now receive food stamps, or Aid to Dependent Children (ADC)/Temporary Assistance to Needy Families (TANF) for any children, or participate in the Food Distribution Program on Indian Reservations (FDPIR), the application must include the children's names, the household food stamp, ADC/TANF or FDPIR number and the signature of an adult household member. All children with the same case number may be listed on the same application. Separate applications are required for children with different case numbers. If you do not list a food stamp/ADC/TANF or FDPIR number for all the children for whom you are applying, the application must include the names of everyone in the household, the amount of income each household member got last month and where it comes from, and the signature of an adult household member and that adult's social security number, or the word "none" if the adult does not have a social security number. An application that is not complete cannot be approved.

Income Chart: The following chart lists income levels according to household size and income levels received either yearly, monthly or weekly. If your total household income is the same or less than the amounts on the Income Chart below, your children can get reduced price meals, and may be eligible to receive free meals.

INCOME CHART
Effective From July 1, 2005 to June 30, 2006

Household Size	Annual	Month	Week
1.....	\$ 17,705	\$ 1,476	\$ 341
2.....	23,736	1,978	457
3.....	29,767	2,481	573
4.....	35,798	2,984	689
5.....	41,829	3,486	805
6.....	47,860	3,989	921
7.....	53,891	4,491	1,037
8.....	59,922	4,994	1,153
For each additional family member add.....	+6,031	+503	+116

Verification: The school may ask you at any time during the school year to verify your eligibility. You will be notified, in writing, if you have been selected for verification. School officials may ask you to send papers showing that your child should receive free or reduced price meals.

Reporting Changes: If you list income information and your child is approved for meal benefits, you must notify the school when your household income increases by more than \$50 per month, \$600 per year, or when your household size decreases. If you list a food stamp case number, ADC/TANF or FDPIR number, you must notify the school when you no longer receive food stamps or ADC/TANF for your child or you no longer participate in the FDPIR. You may then fill out another application giving income information.

Income Exclusions: The value of any child care provided or arranged, or any amount received as payment for such child care or reimbursement for costs incurred for such care under the Child Care Development (Block Grant) Fund should not be considered as income for this program.

Foster Child: Your foster child may be eligible for meal benefits. An application for a foster child must have the child's name, the child's "personal use" income and an adult signature. If you have questions, contact the school for help with the application.

Nondiscrimination: Children who receive free or reduced price meal benefits are treated the same as children who pay for meals. **IN THE OPERATION OF CHILD FEEDING PROGRAMS, NO CHILD WILL BE DISCRIMINATED AGAINST BECAUSE OF RACE, GENDER OR SEXUAL ORIENTATION, COLOR, NATIONAL ORIGIN, AGE, OR HANDICAP. IF YOU BELIEVE YOU HAVE BEEN DISCRIMINATED AGAINST, WRITE IMMEDIATELY TO THE SECRETARY OF AGRICULTURE, WASHINGTON, D.C. 20250.**

Fair Hearing: If you do not agree with the school's decision on your application or the result of verification, you may wish to discuss it with the school. You also have a right to a fair hearing. This can be done by calling or writing the following official:

THOMAS S. COLE
Assistant Superintendent for Business,
Facilities And Non Instructional Personnel
46 Triangle Center
Yorktown Heights, NY 10598
(914) 243-8021

Meal Service to Children With Disabilities: Federal regulations require schools and institutions to serve meals at no extra charge to children with a disability which may restrict their diet. A student with a disability is defined in 7CCFR Part 15b.3 of Federal regulations, as one who has "...a physical or mental impairment which substantially limits one or more major life activities..." Major life activities are defined to include functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working. You must request the special meals from the school and provide the school with medical certification from a medical doctor. If you believe your child needs substitutions because of a disability, please get in touch with us for further information, as there is specific information that the medical certification must contain.

Confidentiality: The United States Department of Agriculture has approved the release of students' names, addresses and eligibility status to school officials collecting data to be used for the Title I and the National Assessment of Educational Progress (NAEP) programs. Title I and NAEP are United States Department of Education programs used to determine areas such as the allocation of funds to schools, to evaluate socioeconomic status of the school's attendance area, and to assess educational progress. **Schools may not release the names and the eligibility status of students for any purpose other than Title I and NAEP without the consent of the child's parents or guardian.**

Reapplication: You may apply for benefits any time during the school year. Also, if you are not eligible now, but during the school year become unemployed, have a decrease in household income, or an increase in family size, you may request and complete an application at that time.

We will let you know when your application is approved or denied.

Sincerely,

Thomas S. Cole

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