

## SOUTH WINDSOR SCHOOLS FOOD SERVICES

*Our Mission: To provide quality, healthful school meals and nutritious snack choices while encouraging good nutrition practices as an integral part of the education of our students.*

1737 Main Street, South Windsor, CT 06074  
Mary Ann Lopez, SNS, Director

### To Editors:

1. All sponsors of the National School Lunch Program, School Breakfast Program and Special Milk Programs **are required** to send out a Public Release at the beginning of the school year.
2. Please publish in your South Windsor editions of the Back to School papers.

### PUBLIC RELEASE

South Windsor Public Schools today announced its policy for determining eligibility of children who may receive free or reduced price meals served under the National School Lunch and School Breakfast Programs or free milk served under the Special Milk Program.

Local school officials have adopted the following family size and income criteria for determining eligibility:

The following income guidelines will be used in Connecticut from **July 1, 2008** to **June 30, 2009** for determining eligibility of participants for free and reduced price meals and free milk in the Child Nutrition Programs.

FREE MEALS/MILK					REDUCED PRICE MEALS				
Number in Family	Annual Gross Income	Monthly Gross Income	Every Two Weeks Gross Income	Weekly Gross Income	Number in Family	Annual Gross Income	Monthly Gross Income	Every Two Weeks Gross Income	Weekly Gross Income
1	13,520	1,127	520	260	1	19,240	1,604	740	370
2	18,200	1,517	700	350	2	25,900	2,159	997	499
3	22,880	1,907	880	440	3	32,560	2,714	1,253	627
4	27,560	2,297	1,060	530	4	39,220	3,269	1,509	755
5	32,240	2,687	1,240	620	5	45,880	3,824	1,765	883
6	36,920	3,077	1,420	710	6	52,540	4,379	2,021	1,011
7	41,600	3,467	1,600	800	7	59,200	4,934	2,277	1,139
8	46,280	3,857	1,780	890	8	65,860	5,489	2,534	1,267
Each Add'l Family Member	+ 4680	+ 390	+ 180	+90	Each Add'l Family Member	+ 6,660	+ 555	+ 257	+ 129

To determine annual income:

If income is received:

Multiply by:

Weekly

52

Every Two Weeks

26

Monthly

12

If income is reported as *twice per month*, convert to annual income.

Children from families whose income is at or below the levels shown are eligible for free or reduced price meals or free milk. Application forms are being sent to all homes with a letter to parents. To apply for free or reduced price meals or free milk, households should fill out the application and return it to the school. Additional copies are available at the principal's office at each school. The information provided on the application is confidential and will be used only for the purposes of determining eligibility, and may be verified at any time during the school year by school or other program officials. Applications may be submitted at any time during the year. Application forms for food stamp/TFA households require the child's name, the child's food stamp/TFA case number and the signature of an adult household member. Application forms for all other households require a statement of total household income, household size and names of all household members. The social security number of an adult household member must be included or a statement that the household member does not possess one. The adult household member must also sign the application certifying that the information provided is correct. In certain cases, foster children are also eligible for these benefits. If a family has a foster child living with them who is a **legal ward** of the State of Connecticut, that child is considered a family of one, and monthly personal income from the State must be reported.

Under the provisions of the policy for determining eligibility for free and reduced price meals, the Director of Food Services for South Windsor Schools will review applications and determine eligibility. If a parent is dissatisfied with the ruling of the determining official, he/she may wish to discuss the decision with the determining official on an informal basis.

If he/she wishes to make a formal appeal, a request either orally or in writing, may be made to:

Mrs. Donna McKenty, Business Manager  
 South Windsor Public Schools  
 1737 Main Street  
 South Windsor, CT 06074  
 860-291-1260

for a hearing to appeal the decision.

The policy contains an outline of the hearing procedure. Each school and the central office of the school district has a copy of the policy which may be reviewed by an interested party.

If a household member becomes unemployed or if household size changes at any time, the family should contact the school to file a new application. Such changes may make the children of the household eligible for reduced price meals, free meals, or free milk, if the family income falls at or below the levels shown above.

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