

Thank you for helping us to make the offerings of the Salem Public School Food Services better. We are working hard to improve the quality of the food served to your child. Our goal is to provide the most nutritious food possible, decreasing fats and sodium, increasing fresh vegetables and fruits. Not only is this a healthy way to eat, but it is what the students have asked for!



Salem Public Schools



Meals Application Form

This application must be completed every year by ALL families regardless of whether a family wants to participate in the meals program.

Salem Public Schools
SPS Food Services
77 Willson St.
Salem, MA 01970
978-740-1231

The application is available in English and Spanish on the Salem School District website (www.salem.k12.ma.us), at the Parent Resource Center, and in the schools.

2008—2009

August 2008

To All Salem Families,

Welcome to the Salem Public Schools Meals program. We serve breakfast and lunch in each school in our district. We are working hard this year to make improvements to the menus in all schools, and the efficiency and food choices in Salem High School. Our goal is to provide the most nutritious meal possible for every child, and to offer and encourage the consumption of fresh fruits and vegetables every day in our cafeterias. We hope to encourage your child to eat more healthy foods, now and in the future.

This application is the source of information used by foundations and the government to determine whether or not schools and districts can receive extra money for food, tutoring, and additional teaching staff, so please return it to your school.

- This application must be filled out every year as it expires and must be renewed each September. If you have children at different schools, please use one form per school, making sure that ALL children in the household are listed and the income information is the same on each form.
- For Kindergarten and other new students, this application **MUST** be completed and signed, even if one was recently completed for registration purposes.
- If the school department has not received a form for the 2008-09 school year by October 15, your student's status will revert to full-pay.

Please take a look at the new Food Services section on the Salem Public Schools website: www.salem.k12.ma.us. There you will find current school lunch and breakfast menus, lists of snack and a la carte items available at your school, and contact information for the food services staff. We encourage you to contact us with any questions, concerns, or suggestions.

Thank you,

Director of Food Services

Frequently Asked Questions About Applying for Free and Reduced Price School Meals

1. Do I need to fill out an application for each child? Yes, if your children are in different schools and/or if the student is a foster child. If your children are all at one school, you may fill out just one form, if all the names fit.

2. Who can get free or reduced price meals? Children in households receiving Food Stamps or TANF and most foster children can receive free meals regardless of your income. Also, if your household income is within the limits on the Federal Income Chart, your children can get free or reduced price meals. **You do not have to be a U.S. citizen to qualify for free or reduced price meals.**

3. Will the information I give be checked? We may ask you to send written proof of the information you give. 3% will be verified as spot checks.

4. What if I stop getting Food Stamps or TANF? If your children qualify because you listed a Food Stamp or TANF case number, you must tell the school when you no longer get Food Stamps or TANF.

5. What if my household size or income changes? If your children qualify for free or reduced price meals based on your income, you must tell us if your household size goes down or if your income goes up by more than \$50 per month (\$600 per year). Call us at 978-740-1231. You do not have to fill out another application.

6. If I don't qualify now, may I apply again later? Yes. You may apply at any time during the school year if your household size goes up, income goes down, or if you start receiving Food Stamps or TANF. If you lose your job, your children may be able to receive free or reduced price meals.

7. What if I disagree with the school's decision about my application? You should talk to school officials. You can request a hearing by calling or writing to: Salem Public Schools Food Services, 77 Willson St., Salem, MA 01970 (978-740-1231).

8. Who should I include as members of my household? You must include all people living in your household, related or not. You must include yourself and all children who live with you.

9. What if my income is not always the same? List the amount that you normally get.

If you have other questions or need help, call 978-740-1231.

How Students Get Their Meals

Breakfast

Breakfast is served in every school. Contact your school office to find out what time breakfast is served.

Lunch

Lunch is free or available at a reduced price for those families whose income qualifies them for this benefit. For reduced price and full-pay lunch, prepayment can be made at all schools on a daily, weekly, or monthly basis.

Payment for Meals

Payment for lunch and breakfast is tracked by the student's ID number. At Salem High School, the student must present their ID card for purchase of a meal. Prepayment is expected for full-pay and reduced price accounts. Contact your school office if you have questions regarding payment.



Current Meal Prices				
	Elementary Schools		Salem High School	
	Standard	Reduced	Standard	Reduced
Breakfast	1.00	.30	1.25	.30
Lunch	2.25	.40	2.50	.40
Milk	.50	-	.50	-

Instructions

1. Please print carefully so staff can read names correctly.
2. **If you do not meet income guidelines, or do not want to apply, you must still fill our Sections 1 and 5 and return it to your school.**
3. If you need help, have questions, or if your income changes during the school year, please call SPS Food services at 978-740-1231.
4. Use the Federal Income chart below to determine your eligibility for the free and reduced price lunch program.
5. This form is confidential and is only reviewed by appropriate school personnel.
6. If your children are all at one school and you do not have a foster child, you only need to complete a single form. A separate form must be completed for each foster child and for each school where one or more of your children attend.

Income Eligibility Guidelines for Free and Reduced Price Meals

Effective from July 1, 2008—June 30, 2009

Household size	Reduced Price Meals			Free Meals		
	Yearly	Monthly	Weekly	Yearly	Monthly	Weekly
1	19,240	1,604	370	13,520	1,127	260
2	25,900	2,159	499	18,200	1,517	350
3	32,560	2,714	627	22,880	1,907	440
4	39,220	3,269	755	27,560	2,297	530
5	45,880	3,824	883	32,240	2,687	620
6	52,540	4,379	1,011	36,920	3,077	710
7	59,200	4,934	1,139	41,600	3,467	800
8	65,860	5,489	1,267	46,280	3,857	890
For each additional person, add:						
	+6,660	+ 555	+ 129	+4680	+ 390	+ 90

