

On July 26, 2016 this release was/will be sent to Latino, RSF Times, Encinitas Advocate, Coast Newspapers.

Signature _____

Title _____

School Year 2016 - 2017 Public Media Release for Free and Reduced-Price Meals

San Dieguito Union High School District is announcing its policy for providing free and reduced-price meals for children served under the National School Lunch Program and/or School Breakfast Program. Each school and/or the district/agency's central office has a copy of the policy, which may be reviewed by any interested party on request.

A letter to parents and guardians announcing free and reduced priced meal procedures along with meal applications will be available to all households at "back to school opening meeting" as well as at the building principal's office and on the district website. To apply, complete one application for all children in the household and submit to the school for processing. **Apply online at www.paypams.com/onlineapp.** Copies are on the website at www.sduhsdnutrition.com under "Meal Applications. Copies also available at the school office. Households may submit an Application at any time during the school year. Information provided on the Application will be used for the purpose of determining eligibility and may be verified at any time during the school year by school officials.

Under Provision II, La Costa Canyon and Torrey Pines High Schools offer breakfast at no charge to all students before school daily.

Children are eligible for free or reduced-price meals if their household income is less than or equal to the Income Eligibility Guidelines identified below, which will be used to determine eligibility for meal benefits. These guidelines are effective July 1, 2016 through June 30, 2017.

Free and Reduced Price Scales

Household size	Free Eligibility Scale for Lunch, Breakfast, and Milk					Reduced-Price Eligibility Scale for Lunch and Breakfast				
	Year	Month	Twice Per Month	Every Two Weeks	Week	Year	Month	Twice Per Month	Every Two Weeks	Week
1	\$ 15,444	\$ 1,287	\$ 644	\$ 594	\$ 297	\$ 21,978	\$ 1,832	\$ 916	\$ 846	\$ 423
2	20,826	1,736	868	801	401	29,637	2,470	1,235	1,140	570
3	26,208	2,184	1,092	1,008	504	37,296	3,108	1,554	1,435	718
4	31,590	2,633	1,317	1,215	608	44,955	3,747	1,874	1,730	865
5	36,972	3,081	1,541	1,422	711	52,614	4,385	2,193	2,024	1,012
6	42,354	3,530	1,765	1,629	815	60,273	5,023	2,512	2,319	1,160
7	47,749	3,980	1,990	1,837	919	67,951	5,663	2,832	2,614	1,307
8	53,157	4,430	2,215	2,045	1,023	75,647	6,304	3,152	2,910	1,455
For each additional family member, add:										
	\$ 5,408	\$ 451	\$ 226	\$ 208	\$ 104	\$ 7,696	\$ 642	\$ 321	\$ 296	\$ 148

San Dieguito Union School District will notify the household of their children's eligibility for free meals if any household member receives CalFresh, California Work Opportunity and Responsibility to Kids (CalWORKs), or Food Distribution Program Indian Reservations (FDPIR) benefits. Households will also be notified of any child's eligibility for free meals if the individual child is categorized as foster, homeless, migrant, runaway, enrolled in an eligible Head Start, or enrolled in an eligible pre-kindergarten class. An Application is not required if a household receives the eligibility notice from school officials. Households should contact the school immediately regarding any child in the household not included on the eligibility notice. The household must notify school officials if they choose to decline meal benefits.

Households that did not receive the eligibility notice from school officials and would like to apply for meal benefits must submit a complete free and reduced-price application for San Dieguito School District determine a child's eligibility.

Households receiving CalFresh, CalWORKs, or FDPIR benefits must include the following on their meal application:

1. Names of all enrolled children
2. One case number from any household member
3. Signature of an adult household member

Households with foster, homeless, migrant, or runaway children must include:

1. Names of all enrolled children
2. Indication of individual child's categorical eligibility status
3. Signature of an adult household member

Households who may qualify for free or reduced-price meals based on income must include:

1. Names of all household members (children and adults)
2. Amount, frequency, and source of current income for each household member
3. The last 4 digits of the Social Security number (SSN) of the adult household member who signs the application or check the box if the adult does not have a SSN
4. Signature of an adult household member

Foster children are eligible for free meals and may be included as a household member of a foster family if the foster family chooses to also apply for the non-foster children. Including foster children as a household member may help the non-foster children in the household qualify for free or reduced-price meal benefits. If the foster family is not eligible for meal benefits, this does not prevent foster children from receiving free meal benefits.

Children in households participating in Women, Infants and Children (WIC) **may** be eligible for free or reduced-price meals. Contact school officials for further information or complete an application for processing.

Under the provisions of San Dieguito Union High School Free and Reduced-Price Meal Policy Statement, the designated determining official(s) will review meal Applications and determine eligibility. Parents or guardians dissatisfied with the eligibility determination may discuss the decision with the determining official on an informal basis. Parents or guardians may also make a formal request for an appeal hearing of the decision and may do so orally or in writing with Richard Mariam – richard.mariam@sduhsd.net. Contact the hearing official at 760-753-6241 ext 3427 for information regarding the hearing procedures.

If a household member becomes unemployed or if the household size changes, the family should contact the school. Such changes may make the household eligible for free or reduced-price meals if the household income falls at or below the levels shown above.

For up to 30 operating days into the new school year, eligibility from the previous school year will continue within the same school/agency. When the carry-over period ends, unless the household is notified that their children are directly certified or the household submits an application that is approved, the children must pay full price for school meals and the school will not send a reminder or a notice of expired eligibility.

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To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form (AD-3027), found online at http://www.ascr.usda.gov/complaint_filing_cust.html and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call 866-632-9992. Submit your completed form or letter to USDA by:

- (1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410
- (2) fax: (202) 690-7442
- (3) email: program.intake@usda.gov

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