

East Lyme Public Schools Policy for Eligibility for Free Lunch Program

East Lyme Public School System 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.

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, 2010 to June 30, 2011** (or until new income guidelines are issued by USDA) 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	Weekly Gross Income	Number in Family	Annual Gross Income	Monthly Gross Income	Weekly Gross Income
1	14,079	1,174	271	1	20,036	1,670	386
2	18,941	1,579	365	2	26,955	2,247	519
3	23,803	1,984	458	3	33,874	2,823	652
4	28,655	2,389	552	4	40,793	3,400	785
5	33,527	2,794	645	5	47,712	3,976	918
6	38,389	3,200	739	6	54,631	4,553	1,051
7	43,251	3,605	832	7	61,550	5,130	1,184
8	48,113	4,010	926	8	68,469	5,706	1,317
Each Add'l Family Member	+4,862	+406	+94	Each Add'l Family Member	+6,919	+577	+134

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 the Supplemental Nutrition Assistance Program (SNAP) (formerly known as Food Stamps) or Temporary Family Assistance (TFA) households require the child's name, the child's SNAP/TFA case number and the signature of an adult household member. Households receiving assistance under the SNAP/TFA programs will be notified of their eligibility and their children will be provided free benefits unless the household notifies the school that it chooses to decline benefits. Households receiving SNAP benefits or TFA for their children should only submit an application if they are not notified of their eligibility by September 15, 2010. Households receiving SNAP benefits or TFA for their children may receive a direct certification letter from the Department of Social Services. These letters will automatically qualify a child for free meals or milk and may be submitted instead of an application to the school. 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 Principal of each school 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 Superintendent of Schools, P. O. Box 176, East Lyme, CT 06333 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.

"In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call (800) 795-3272 or (202) 720-6382 (TTY). USDA is an equal opportunity provider and employer."

