

***NOW* is the time to apply  
for Free or Reduced-Price school meals  
for the 2010-2011 school year!**

A pre-printed application will be **mailed to your home in August** if your children received Free or Reduced-Price school meals in the Tacoma School District last year. Only one application per household is required (foster children are the exception and require an individual form). Please complete this form and return it by October 1<sup>st</sup> to ensure no interruption in school meal benefits as processing can take up to 10 days due to the volume received. Instructions for completion are on the back of the application and additional information including the USDA Income Guidelines are available via the [Parent Information Letter link below](#).

If your children were Free or Reduced-Price last school year, they will retain that status until **October 15<sup>th</sup>**. If a new application has not been processed and approved by that date, your children will be charged full price starting on October 16th. A current school year application for Free and Reduced-Price school meals for the Tacoma School District must be submitted annually.

If you received a **DSHS letter** directly certifying your child to receive Free school meals, **no** application is required. If some of your children were not listed on that letter, you must submit a Tacoma School District meal application for them now.

If you are **new to Tacoma School District**, wish to apply for Free or Reduced-Price school meals for the **first time** or **did not receive one by mail**, blank applications are available at all school campuses or at the Nutrition Services Office. They are **not** available online and cannot be photocopied or faxed. Students not on the program last year will receive priority processing since they will be charged full price until their application is processed. Lunch charges incurred during this time will still be owed, a change to Free or Reduced-Price is not retro-active.

Elementary and Middle School students are eligible to charge meals up to a set monetary limit. **The POS system will let cashiers know when that limit has been exceeded.** (High School students can no longer charge meals). Charged meals are keyed in as a regular breakfast or lunch. Once a student has reached the maximum allowed meal charges the student must pay with cash, check, or credit card through Lunch Money Now or receive an emergency meal of a peanut butter or cheese sandwich and white milk.

**For *FASTEST* service submit Applications by mail or in person to:  
TPS Nutrition Services Office  
3321 S Union Avenue  
Tacoma, WA 98409**

**253-571-3370**

Applications may also be submitted to your children's school where they will be routed to the Nutrition Services Office for central processing. We will notify you of determination by mail.

**CONTINUED LEGISLATION FOR THIS YEAR: Students in grades K – 3 who qualify for Reduced-Price school meals will receive lunch at no cost. Students at **all** grade levels who qualify for Reduced-Price meals will continue to receive *breakfast* at no cost.**

## TACOMA SCHOOL DISTRICT NO. 10

### National School Lunch Program/School Breakfast Program for the 2010-2011 School Year (Only one application per household required. Faxed or photocopied applications are not accepted. Must have original application on file.)

Dear Parent/Guardian:

By completing and signing the attached application, your children may be eligible to receive free or reduced-price meals from your school and free health insurance from the Department of Social and Health Services (DSHS). All meals meet federal food guidelines.

Students who are identified as disabled by their doctor may need different foods. These substitute foods will be made available at no extra charge. If your child needs this assistance, please contact Nutrition Services at 253.571.3370.

Look at the chart below. Find your household size. HOUSEHOLD IS: All persons, including parents, children, grandparents and all people related or unrelated who live in your home and share living expenses. Find your total household income. TOTAL HOUSEHOLD INCOME IS: The income each household member got last month before taxes. This includes wages, social security, pension, unemployment, welfare, child support, alimony, and any other cash income. In certain cases, foster children are eligible for free and reduced price meals regardless of your income. If you have foster children living with you and want to apply for them, complete a separate application for each foster child. The information you give will be used to determine or prove your child's eligibility for free or reduced price meals. This information may also be used for other state or federally funded school related benefits.

<b>BREAKFAST/LUNCH PRICES</b>		
	<b>Breakfast</b>	<b>Lunch</b>
Elementary School	\$ 1.50	\$ 2.50
Middle School	\$ 1.50	\$ 2.75
High School	\$ 1.50	\$ 2.75
Reduced Price (K-3)	.00	.00
Reduced Price (4-12)	.00	.40
Milk	.50	.50

<b>INCOME CHART</b> <i>2010-2011 Income Guidelines</i>					
Household Size	Annual	Monthly	Twice per month	Every two weeks	Weekly
1	\$20,036	\$1,670	\$835	\$771	\$386
2	26,955	2,247	1,124	1,037	519
3	33,874	2,823	1,412	1,303	652
4	40,793	3,400	1,700	1,569	785
5	47,712	3,976	1,988	1,836	918
6	54,631	4,553	2,277	2,102	1,051
7	61,550	5,130	2,565	2,368	1,184
8	68,469	5,706	2,853	2,634	1,317
Each additional household member add	+6,919	+577	+289	+267	+134

**WHO SHOULD FILL OUT AN APPLICATION AND WHERE IS IT SENT?**

If your total household income is the SAME or LESS than the amount on the chart or you receive basic food (food stamps), take part in the Food Distribution Program on Indian Reservations (FDPIR), receive Temporary Assistance for Needy Families (TANF) for your children or are applying for a foster child, fill out the application. All students listed on the application will be qualified for free school meals if one of the students provides a DSHS case number. Return it to the school, mail or bring to the Nutrition Services office at **3321 S. Union Ave., Tacoma, WA 98409**. We will notify you by mail if the application is approved or denied.

**WHAT MUST BE ON THE APPLICATION?**

**For households not getting basic food (food stamps)/TANF/FDPIR:**

- Child(ren)'s name
- Names of all household members
- Total income amounts from all sources received last month before taxes and deductions and mark the frequency received
- Social Security number of the adult household member who signs the application (check the "I do not have a Social Security Number" box if the adult signing does not have one)
- Adult household member's signature

**For a family getting basic food (food stamps)/TANF/FDPIR:**

- Child(ren)'s name
- Basic food (food stamps), TANF or FDPIR case number
- Adult household member's signature

**For a foster child:**

- Child's name (one per application)
- Child's personal use income
- Adult's signature

#### OTHER BENEFITS

Are you interested in receiving information about other benefits to which your family may be entitled? Please take a look at section 8 of the application for free and reduced price meals.

The Department of Social and Health Services (DSHS) will download the names of all children from the DSHS system age birth to 20 into the Office of Superintendent of Public Instruction (OSPI) Core Student Database. Information will include the child's first name, last name, middle initial, and date of birth. Upon receipt of this information, OSPI will match student names against the DSHS file and then make the "match" data available to each district via the internet. Students will automatically qualify for free meals if their schools participate in the U.S. Department of Agriculture (USDA) Child Nutrition Programs. Households that do not want their child(ren) to participate in the free meal program should notify the Nutrition Services office at this number: 253.571.3370. **You will receive a notification letter of approval from Tacoma Public Schools and you will not need to complete an application form.**

#### PROOF OF ELIGIBILITY

The information you provide may be verified at any time. You may be asked to send additional information to prove your child is eligible to receive free and reduced price meals.

#### FAIR HEARING

If you do not agree with the decision on your child's application or the process used to prove income eligibility, you may talk with **Paul Scott**, the hearing official. You have the right to a fair hearing which may be arranged by calling the school district at this number: **253.571.3370**.

#### REAPPLICATION

You may apply for benefits any time during the school year. If you should have a decrease in household income, an increase in household size, or become unemployed or receive basic food (food stamps), FDPIR or TANF, you may be eligible for benefits and may fill out an application at that time.

#### NONDISCRIMINATION

In accordance with Federal law and U.S. Department of Agriculture (USDA) policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. Persons with disabilities who require alternative means for communication of program information (braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202.720.2600 (voice and TDD). To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue SW, Washington, DC 20250-9410 or call 800.795.3272 or 202.720.6382 (TDD). USDA is an equal opportunity provider and employer.

<b>CAMBODIAN</b>	<b>LAOTIAN</b>	<b>SPANISH</b>
<p>ផ្ញើភ្ជាប់មកជាមួយនេះគឺជាឯកសារដ៏សំខាន់មកពីសាលារៀនរបស់កូនអ្នក ។ សូមមេត្តារកគេជួយបកប្រែឯកសារនេះឲ្យអ្នក ។ សូមអរគុណ ។</p>	<p>ຂັດຕິດມາພ້ອມນີ້ແມ່ນເອກະສານສຳຄັນ ຈາກໂຮງຮຽນຂອງລູກທ່ານ. ກະລຸນາຮັບເອົາເອກະສານຊຶ່ງພວກເຮົາໄດ້ແປໃຫ້ທ່ານແລ້ວນີ້ໄວ້ດ້ວຍ. ຂອບໃຈ.</p>	<p>Adjunto encontrará un documento importante de la escuela de su hijo/a. Si corresponde, sírvase pedir que se lo traduzcan. Muchas gracias.</p>
<b>KOREAN</b>	<b>RUSSIAN</b>	<b>VIETNAMESE</b>
<p>귀댁 자녀의 학교에서 보내 드리는 본 서류는 중요합니다. 자녀에게 서류에 있는 내용을 설명해 달라고 하십시오. 감사합니다.</p>	<p>В приложении Вы найдете важный документ из школы, где учится Ваш ребенок. Пожалуйста, попросите, чтобы Вам его перевели. Спасибо!</p>	<p>Kèm theo đây là giấy tờ quan trọng của nhà trường con em quý vị. Xin hãy nhờ người giải thích những giấy tờ này cho quý vị. Cám ơn.</p>
<p><b>Attached is an important document from your child's school. Please have this document translated for you. Thank you.</b></p>		

## Tacoma Public Schools Nutrition Services site location codes

School:	Code:
Foss	224
Lincoln	226
Mount Tahoma	228
Oakland Alternative	234
Park Avenue	236
SAMI	239
Stadium	230
TSOTA	237
Wilson	232
TBA	293
Baker	202
First Creek	221
Giaudrone	200
Gray	206
Jason Lee	210

School:	Code:
Mason	212
Meeker	216
Stewart	218
Truman	220
Arlington	101
Birney	103
Blix	104
Boze	105
Browns Point	107
Bryant	109
Crescent Heights	110
DeLong	113
Downing	115
Edison	117
Fawcett	119

School:	Code:
Fern Hill	121
Franklin	123
Geiger	125
Grant	127
Jefferson	133
Larchmont	135
Lister	137
Lowell	139
Lyon	143
Madison	145
Manitou Park	147
Mann	149
McCarver	151
McKinley	155
Northeast Tacoma	157

School:	Code:
Point Defiance	163
Reed	165
Roosevelt	169
Sheridan	175
Sherman	177
Skyline	181
Stafford	129
Stanley	179
Wainwright	183
Washington-Hoyt	185
Whitman	187
Whittier	189