



The Southern Local High School

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Southern Local participates in the National School Lunch Program.

Dear Parents/Community,

I would like to share some great news with you! Because Southern Elementary qualifies, ALL students in the Southern Elementary School will get a free breakfast and a free lunch in 2017-2018; compliments of CEP—or Community Eligibility Provision. Free is for Headstart/Pre-school through 8th grade.

This means “free lunch/free breakfast” every single day for every single student in the elementary. Even if your child only wants part of a “lunch” we urge them to go through the lunch line with hopes they will get the nourishment they need. We urge students to eat all selections, but we feel that getting a tray will help get them in a healthy routine. School lunches are nutritious and help children learn because “healthy kids—kids who are not hungry” have been shown to perform better in school. Many days, extra sandwiches or selections will be available.

Elementary Students **do not fill our Free/Reduced Lunch forms**; however, if you **are** filling out a **form for a high school student** the elementary kids must be listed to allow you to qualify for ‘Free and/or Reduced’ at the high school. Include all household members. See guidelines below. **Southern Local participates in the National School Lunch Program.**

Unfortunately, the high school did not qualify for the CEP and free lunch program; however, Southern local still provides **ALL students a free breakfast. High School Lunches are \$2.70. Reduced price is 40 cents. High School students will fill out Free and Reduced eligibility forms as they have in the past. All families are urged to fill out the forms even if you think you won’t qualify.** Your reported income—even if not qualifying for ‘Free/reduced’ may help us get the numbers for ‘FREE FOR ALL’ at the high school next year. The forms are totally confidential and locked up once the administration views them for qualification purposes. **High School students must fill out a form EVERY year to qualify.**

Students who wish to bring food/lunch from the outside must do this when they arrive in the morning. Children may bring their lunch **in the morning**. Under Federal regulations, **Food will not be permitted to be dropped off for students during the day or at lunch** (except of course on the rare occasions a youngster may forget his lunch); and students are not permitted to leave during lunch period because Southern Local maintains a closed campus.

Teacher/Adult lunches are \$3.25 and breakfast is \$1.75. Please urge your child to eat a school lunch every single day! It is the best deal in town! The best deal anywhere!

Sincerely, Scott Wolfe, Food Services/Administrative Assistant

USDA programs are prohibited from discriminating based on race, color, national origin, sex, religious creed, disability, age, political beliefs, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

INCOME ELIGIBILITY GUIDELINES: Free and reduced income eligibility guidelines are updated by the Federal government on July 1 each year. Prior to completing the July claim for reimbursement, the sponsor must apply the new guidelines to current applications and re-categorize any application where necessary.

The guidelines effective July 1, 2017 through June 30, 2018 are noted below. You must use this two-part chart and not the reduced price guidelines on the household letter when categorizing and approving the income eligibility application. Do not distribute this chart to parents/families.

The income eligibility guidelines list the household size, the income for five different pay periods/schedules (annual, monthly, twice per month, every two weeks and weekly), and shows the upper income levels for the free and reduced-price categories. After reviewing an income application/form and determining the number of people in the household and the total household income, you must first find the total number of people in the household in the first column titled, "Household Size." Then, follow that row across the chart to compare the household income to the correct pay period/schedule.

1. To determine whether a child qualifies for free meals, the total household income must be equal to or less than the free income guidelines.
2. To determine the reduced-price category, the household income must be equal to or less than the reduced-price income guideline but greater than the free guidelines.
3. An income application/form falls into the paid category when the household income is over the reduced-price household income.

REMINDERS FOR INCOME DETERMINATION

If the household has only one income source, or if all sources are received in the same frequency (annually, monthly, twice per month, every two weeks or weekly), compare the income or sum of the incomes to the Income Eligibility Guidelines for that household size and that particular frequency of pay to make the eligibility determination/categorization. There is no need to convert income to a monthly amount if all income listed in the frequency.

Example: Jim Taylor \$ 1527 / every two weeks
Mary Taylor \$ 843 / every two weeks
\$ 2,370 / every two weeks

On the income eligibility guidelines chart, compare the household size to the income listed in the "Every Two Weeks" column to determine category.

If the household reports income sources at more than one frequency (annually, monthly, twice per month, every two weeks or weekly), all the incomes need to be converted to annual (yearly) totals by using the following Annual Income Conversion: weekly income X 52, bi-weekly (every other week) income X 26, bimonthly (twice per month income X 24, and monthly income X 12. Do not round income amounts resulting from each conversion. After converting each income to annual income, add the incomes together, and then compare the number of household members to the total annual income on the Income Eligibility Guidelines chart to make the eligibility determination/categorization.

Example: Bob Smith \$ 800 / every two weeks ($800 \times 26 = \$20,800$)
Jane Smith \$ 218 / weekly ($200 \times 52 = \$11,336$)
\$ 153 / twice per month ($150 \times 24 = \$ 3,672$)
\$ 100 / monthly ($100 \times 12 = \underline{\$ 1,200}$)
Total household income totals \$ 37,008 annually

On the income eligibility guidelines chart, compare the household size to the income listed in the column to determine category.

See complete Guideline in another link. [Guidelines for Free and Reduced Meals](#)



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**USDA
INCOME ELIGIBILITY GUIDELINES
FY 2018
Effective July 1, 2017 through June 30, 2018**

Households with total incomes less than or equal to the values below
are eligible for free or reduced-price meals.

HOUSEHOLD SIZE	FREE - 130%					REDUCED - 185%				
	ANNUAL	MONTHLY	TWICE PER MONTH	EVERY TWO WEEKS	WEEKLY	ANNUAL	MONTHLY	TWICE PER MONTH	EVERY TWO WEEKS	WEEKLY
1	15,678	1,307	654	603	302	22,311	1,860	930	859	430
2	21,112	1,760	880	812	406	30,044	2,504	1,252	1,156	578
3	26,546	2,213	1,107	1,021	511	37,777	3,149	1,575	1,453	727
4	31,980	2,665	1,333	1,230	615	45,510	3,793	1,897	1,751	876
5	37,414	3,118	1,559	1,439	720	53,243	4,437	2,219	2,048	1,024
6	42,848	3,571	1,786	1,648	824	60,976	5,082	2,541	2,346	1,173
7	48,282	4,024	2,012	1,857	929	68,709	5,726	2,863	2,643	1,322
8	53,716	4,477	2,239	2,066	1,033	76,442	6,371	3,186	2,941	1,471
For each additional family member, add	5,434	453	227	209	105	7,733	645	323	298	149

ANNUAL INCOME CONVERSION:

Weekly Income multiply by 52
Every Two Weeks Income (Bi-weekly) multiply by 26
Twice Per Month Income (Semi-monthly) multiply by 24
Monthly Income multiply by 12

This chart is to be used by institutions, schools, centers and sponsoring organizations to approve and categorize complete income eligibility applications for free and reduced-price meals.

This chart is not to be distributed to families/participant