



Dear Parent/Guardian:

Welcome to the 2017-18 school year! Our schools offer nutritious meal and a la carte items for breakfast and lunch. Parents are invited to visit our cafeteria to eat with us at any time.

- Free and reduced meals available to those who qualify
- Full pay student pricing: Breakfast \$2.85; Lunch \$3.40 for K-8<sup>th</sup> grades, and \$3.55 for 9-12<sup>th</sup> grades.
- Adult meals: \$3.05 for breakfast and \$4.80 for lunch
- Milk: 50 cents for a half pint
- Additional a la carte items priced individually

Students enrolled in the District are assigned a school meals account. They can charge food and drink to this account. It is your responsibility to track their purchases and account balance. Please manage their account on [www.mypaymentsplus.com](http://www.mypaymentsplus.com). This free site lets you track cafeteria purchases, add funds, pay off the balance, and set up autopay and low balance notices. It is recommended to select autopay on [www.mypaymentsplus.com](http://www.mypaymentsplus.com) and set it to add funds when the account reaches \$10. This way, the account will not go negative. To set up the account, use your child's 6 digit PowerSchool student ID number. Please call Kristen (970) 641-7714 for assistance.

- There are 3 ways to pay for your student's cafeteria purchases:
  1. Create a free account online [www.mypaymentsplus.com](http://www.mypaymentsplus.com).
  2. Authorize the District to charge purchases to a credit card by filling out and returning the attached Credit Card Student Lunch Account Authorization form.
  3. Pre-pay with cash or check at your school's office.

If you do not want your child to charge purchases in the cafeteria, please contact me or the school cafeteria manager to block on the account. Once the account is blocked, purchases can only be made with cash. It is imperative that you tell your child not to purchase items beyond your authorization **or beyond what their eligibility allows them**. Remember, it is your responsibility to make an account on [www.mypaymentsplus.com](http://www.mypaymentsplus.com) to track cafeteria purchases and make payments. The school district does not send home statements of balances and itemized purchases.

The District will send bi-weekly e-mails to accounts with low balances (less than \$10.50) and negative balances. The District cannot carry the financial burden of delinquent lunch accounts or spend the time and energy it takes to collect funds. Therefore, as a last resort, any parent who repeatedly refuses to take one of the above actions and continues to have a negative balance on their child's lunch account will be notified, sent to collections, and a block will be put on their child's lunch account.

K - 12<sup>th</sup> graders who qualify for reduced meals get free breakfast. K - 5<sup>th</sup> graders who qualify for reduced meals get free lunch. Reduced price lunch costs 40 cents for 6<sup>th</sup>- 12<sup>th</sup> graders. Please complete and return the attached application if you think you may qualify. Let us know if you need help completing the form. **Eligibility from the prior school year expires 30 days into the new school year. You must complete a new application annually before the end of September.** Free and reduced eligibility applies to one breakfast and one lunch per day. Additional items purchased will be charged to your account. A complete breakfast includes whole grain, fruit, and milk. A complete lunch includes whole grain, protein, a fruit and/or vegetable, and milk. If you have questions or need help, please call me.

Sincerely,

Kristen Osborn, School Nutrition Director (970) 641-7714 [kosborn@gunnisonschools.ne](mailto:kosborn@gunnisonschools.ne)

Gunnison Watershed School District RE-1J

Free and Reduced Price School Meals 2017-18 – Information Letter to Households

Dear Parent/Guardian:

Children need healthy meals to learn. Gunnison Watershed School District offers healthy meals every school day. Breakfast costs \$2.85 and lunch is \$3.40 for K-8<sup>th</sup> grades and \$3.55 for 9-12<sup>th</sup> grades. Adults may purchase breakfast for \$3.05 and lunch for \$4.80. **Your children may qualify for free or reduced price school meals.** Students in all grades that qualify for reduced price meals will receive breakfast at no charge. Students in K through 5th grade who qualify for reduced meals will also receive lunch at no charge. Reduced price lunch is \$.40 for students in grades 6 - 12.

This packet includes an application for free or reduced price meal benefits, and a set of detailed instructions. You can also find applications at your school office, on the school website [gunnisonschools.net](http://gunnisonschools.net), or apply online at <https://frapps.horizonsolana.com/GUNW01>.

Below are some common questions and answers to help you with the application process.

1. WHO CAN GET FREE OR REDUCED PRICE MEALS?

- a. All children in households receiving benefits from the Supplemental Nutrition Assistance Program (SNAP), the Food Distribution Program on Indian Reservations (FDPIR) or Temporary Assistance for Needy Family (TANF/Colorado Works – Basic Cash Assistance or State Diversion), are eligible for free meals.
- b. Foster children that are under the legal responsibility of a foster care agency or court are eligible for free meals. Foster children may be added as a household member of the foster family if the foster family chooses to apply. Including foster children as household members may help other children qualify for benefits. If the foster family is not eligible, it does not prevent a foster child from receiving benefits.
- c. Children who qualify for their districts Head Start program are eligible for free meals.
- d. Children who meet the definition of homeless, runaway, or migrant are eligible for free meals.
- e. Children may receive free or reduced price meals if your household’s income is within the limits on the Federal Income Eligibility Guidelines. Your children may qualify for free or reduced price meals if your household income falls at or below the limits on the following chart:

FEDERAL ELIGIBILITY INCOME CHART For School Year 2017 – 2018			
Household size	Yearly	Monthly	Weekly
1	\$22,311	\$1,860	\$430
2	\$30,044	\$2,504	\$578
3	\$37,777	\$3,149	\$727
4	\$45,510	\$3,793	\$876
5	\$53,243	\$4,437	\$1,024
6	\$60,976	\$5,082	\$1,173
7	\$68,709	\$5,726	\$1,322
8	\$76,442	\$6,371	\$1,471
Each additional person:	\$7,733	\$645	\$149

- 2. HOW DO I KNOW IF MY CHILDREN QUALIFY AS HOMELESS, MIGRANT, OR RUNAWAY? Do the members of your household lack a permanent address? Are you staying together in a shelter, hotel, or other temporary housing arrangement? Does your family relocate on a seasonal basis? Are any children living with you who have chosen to leave their prior family or household? If you believe children in your household meet these descriptions and have not already been notified that your children will receive free meals, please call or e-mail district liaison Robert Speer, (970) 641-7770, [rspeer@gunnisonschools.net](mailto:rspeer@gunnisonschools.net).
- 3. DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD? No. *Use one Free and Reduced Price School Meals Application for all students in your household.* We cannot approve an application that is not complete, so be sure to fill out all required information. Return the completed application to: Kristen Osborn, (970) 641-7770, [kosborn@gunnisonschools.net](mailto:kosborn@gunnisonschools.net).

4. SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE ALREADY APPROVED FOR FREE MEALS? No, but please read the letter you received carefully and follow the instructions. If any children in your household are missing from your eligibility notification, contact Kristen Osborn, (970) 641-7770, [kosborn@gunnisonschools.net](mailto:kosborn@gunnisonschools.net) immediately.
5. CAN I APPLY ONLINE? Yes! You are encouraged to complete an online application instead of a paper application if you are able. The online application has the same requirements and will ask you for the same information as the paper application. Visit <https://frapps.horizonsolana.com/GUNW01> to begin or to learn more about the online application process. Contact Kristen Osborn, (970) 641-7770, [kosborn@gunnisonschools.net](mailto:kosborn@gunnisonschools.net) if you have any questions about the online application.
6. MY CHILD'S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT A NEW ONE? Yes. Your child's application is only valid for that school year and for the first 30 days of this school year. You must send in a new application unless the school notified you that your child is eligible for the new school year.
7. I RECEIVE WIC. CAN MY CHILDREN RECEIVE FREE MEALS? Children in households participating in WIC may be eligible for free or reduced price meals. Please send in a completed free and reduced price school meal application.
8. WILL THE INFORMATION I GIVE BE CHECKED? You may be selected to provide written proof of the household income you report on the application.
9. IF I DON'T QUALIFY NOW, MAY I APPLY LATER? Yes, you may apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed may become eligible for free and reduced price meals if the household income drops below the income limit.
10. WHAT IF I DISAGREE WITH THE SCHOOL'S DECISION ABOUT MY APPLICATION? You should talk to school officials. You also may ask for a hearing by calling or writing to: Stephanie Juneau, Gunnison Watershed School District, 800 N. Blvd., Gunnison CO 81230, (970) 641-7720, [sjuneau@gunnisonschools.net](mailto:sjuneau@gunnisonschools.net) .
11. MAY I APPLY IF SOMEONE IN MY HOUSEHOLD IS NOT A U.S. CITIZEN? Yes. You, your children or other household members do not have to be U.S. citizens to apply for free or reduced price meals.
12. WHAT IF MY INCOME IS NOT ALWAYS THE SAME? List the amount that you normally receive. For example, if you normally make \$1000 each month, but you missed some work last month and only made \$900, put down that you made \$1000 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. If you have lost a job or had your hours or wages reduced, use your current income. The last four digits of the Social Security Number of an adult household member (or an indication of "none") is required to process a complete income application.
13. WHAT IF SOME HOUSEHOLD MEMBERS HAVE NO INCOME TO REPORT? Household members may not receive some types of income we ask you to report on the application, or may not receive income at all. Whenever this happens, please write a 0 in the field. However, if any income fields are left empty or blank, those will also be counted as zeroes. Please be careful when leaving income fields blank, as we will assume you meant to do so. The last four digits of the Social Security Number of an adult household member (or an indication of "none") is required to process a complete income application.
14. WE ARE IN THE MILITARY. DO WE REPORT OUR INCOME DIFFERENTLY? Your basic pay and cash bonuses must be reported as income. If you get any cash value allowances for off-base housing, food, or clothing, or receive Family Subsistence Supplemental Allowance payments, it must also be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income. Any additional combat pay resulting from deployment is also excluded from income.
15. WHAT IF THERE ISN'T ENOUGH SPACE ON THE APPLICATION FOR MY FAMILY? List any additional household members on a separate piece of paper, and attach it to your application. Contact Kristen Osborn, Gunnison Watershed School District, 800 N. Blvd., Gunnison CO 81230, (970) 641-7770, [kosborn@gunnisonschools.net](mailto:kosborn@gunnisonschools.net), to receive a second application.
16. MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR? To find out how to apply for other assistance benefits, contact your local assistance office. Colorado PEAK is an online service to screen and apply for medical, food and cash assistance programs. It can be accessed at <http://coloradopeak.force.com/>.

If you have other questions or need help, contact Kristen Osborn, (970) 641-7770, [kosborn@gunnisonschools.net](mailto:kosborn@gunnisonschools.net).

Sincerely,  
Kristen Osborn, Director of School Nutrition

**Non-discrimination Statement:**

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

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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](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; or
- (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

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