

**PUBLIC RELEASE**  
**NATIONAL SCHOOL LUNCH AND BREAKFAST PROGRAMS**

This is the public release we will send to the Greenfield Recorder as of , as an informative notice

**RELEASE STATEMENT**

The Franklin County Technical School District today announced its policy for children unable to pay the full price of meals served under the National School Lunch Program and Breakfast Program. The school office will have a copy of the policy, which may be reviewed by any interested party.

As children need healthy nutritious food to learn, Franklin County Technical School will provide a Breakfast and Lunch program each school day for the 2015-2016 school year.

The following household size and income criteria will be used for determining eligibility. Children from families whose annual income is at or below the levels shown are eligible for free and reduced price meals.

**FAMILY SIZE INCOME SCALE**

**For Determining Eligibility for Free and Reduced Price Meals**

| Family<br>(Household) Size                      | ANNUAL INCOME LEVEL                          |  | MONTHLY INCOME LEVEL                         |  |
|---|--|--|--|--|
|   | Free<br>Must be at or below<br>figure listed | Reduced Price<br>Must be at or between<br>figures listed | Free<br>Must be at or below<br>figure listed | Reduced Price<br>Must be at or between<br>figures listed |
| 1   | \$15,301                                     | \$15,301.01 and \$21,775                                 | \$1,276                                      | \$1,276.01 and \$1,815                                   |
| 2   | 20,709                                       | 20,709.01 and 29,471                                     | 1,726  | 1,726.01 and 2,456                                       |
| 3   | 26,117                                       | 26,117.01 and 37,167                                     | 2,177  | 2,177.01 and 3,098                                       |
| 4   | 31,525                                       | 31,525.01 and 44,863                                     | 2,628  | 2,628.01 and 3,739                                       |
| 5   | 36,933                                       | 36,933.01 and 52,559                                     | 3,078  | 3,078.01 and 4,380                                       |
| 6   | 42,341                                       | 42,341.01 and 60,255                                     | 3,529  | 3,529.01 and 5,022                                       |
| 7   | 47,749                                       | 47,749.01 and 67,951                                     | 3,980  | 3,980.01 and 5,663                                       |
| 8   | 53,157                                       | 53,157.01 and 75,647                                     | 4,430  | 4,430.01 and 6,304                                       |
| For each additional<br>household member,<br>add | +5,408                                       | +5,408 and +7,696  | +451   | + 451 and + 642  |

Application forms are sent to all homes with a notice to parents or guardians. To apply for free or reduced price meals, households must fill out the application and return it to the school (unless notified at the start of the school year that children are eligible through direct certification). When known to the school district, households will be notified of their children's eligibility for free meals if they are members of households receiving assistance from: The Supplemental Nutrition Assistance Program (SNAP) or, as applicable, the Food Distribution Program on Indian Reservations (FDPIR), or The Temporary Assistance for Needy Families (TANF) as by law. No application will be required for free meal benefits in these situations. All children in these households are eligible for free meals, and if any child was not listed on the eligibility notice, the household should contact the School Food Authority or school to have benefits extended to that child.

Additional copies of Free and Reduced Meals applications are available in the school office. The 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 agency or other program officials. Applications may be submitted at any time during the year.

For the school officials to determine eligibility for free or reduced price meals of households not eligible through direct certification, the households must provide the following information requested on the application: names of all household members and the adult signing the application form must also list the last four digits of his or her Social Security Number or mark the "I do not have a Social Security Number" box. Also, the income received by each household member must be provided by amount and source (wages, welfare child support, etc.).

Under the provisions of the free and reduced price meals policy, Nadine Coughlan, will review applications and determine eligibility. If a parent or guardian is dissatisfied with the ruling of the official, he/she may wish to discuss the decision with the determining official on an informal basis. If the parent/guardian wishes to make a formal appeal, he/she may make a request either orally or in writing to: Russ Kaubris, Hearing Official, Franklin County Technical School, 82 Industrial Blvd., Turners Falls, MA 01376.

If a hearing is needed to appeal the decision, the policy contains an outline of the hearing procedure.

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 falls at or below the levels shown above, and they may reapply at that time.

Children formally placed in foster care are also eligible for free meal benefits. Foster children may be certified as eligible without a household application. Households with foster children and non-foster children may choose to include the foster child as a household member, as well as any personal income available to the foster child, on the same application that includes their non-foster children.

The information provided by the household on the application is confidential. Public Law 103-448 limits the release of student free and reduced price school meal eligibility status to the persons directly connected with the administration and enforcement of federal and state education programs.

**USDA Nondiscrimination 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, 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.

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 you may 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 mail to U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW Washington D.C. 20250-9410, by fax at (202)690-7442, or email it to [program.intake@usda.gov](mailto:program.intake@usda.gov).

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, 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.

This institution is an equal opportunity provider and employer.

It is the policy of the Franklin County Technical School not to discriminate on the basis of homeless status, sex, race, religion, age, sexual orientation, transgender, gender identity, creed, color, national origin or disability in its educational programs, activities or employment policies.