

## Whitman-Hanson Regional School District Public Release for Free & Reduced School Meals

Every child needs a healthy, nutritious meal to learn. Whitman-Hanson Regional School District offers nutritious meals to children each school day, often at a free or reduced price for those who need it. Whitman-Hanson Regional Schools participate in the National School Lunch and Breakfast Program (NSLBP), a federally funded program that helps children receive free or reduced meals. Our high school participates in the Afterschool Snack Program as well.

To ensure all children receive the nutrition they need, please contact Nadine Doucette, Director of Food Services to request any meal modifications at 781-618-7477 or email [Doucette.nadine@whrsd.org](mailto:Doucette.nadine@whrsd.org). All meal modification requests require documentation from your child's physician to be submitted to your school nurse for review. All approved modified meals will be provided to your child at no additional costs.

### Does my family qualify?

More families qualify than you may think. To find out if your family qualifies, please complete the application that was sent home with your child(ren) on the first day of school. The Food Service Department recommends that parents or guardians complete these forms and return the completed forms to their child's school inside a sealed envelope addressed to: School Lunch. The application is also available on our website at <https://www.whrsd.org/district/food-services> and scroll down to click on the link to our Free & Reduced Application. Paper applications are available in the main office of any Whitman-Hanson Regional School. All applications are available August 1<sup>st</sup>.

If your family income is at or below the proceeding chart, you may qualify for free or reduced priced meals.

### INCOME ELIGIBILITY GUIDELINES (Effective July 1, 2020 – June 30, 2021)

HOUSEHOLD SIZE	Reduced Price Meals (185%)				
	YEAR	MONTH	Twice per Month	Every Two Weeks	WEEK
<b>1</b>	<b>\$23,606</b>	<b>\$1,968</b>	<b>\$984</b>	<b>\$908</b>	<b>\$454</b>
<b>2</b>	<b>31,894</b>	<b>2,658</b>	<b>1,329</b>	<b>1,227</b>	<b>614</b>
<b>3</b>	<b>40,182</b>	<b>3,349</b>	<b>1,675</b>	<b>1,546</b>	<b>773</b>
<b>4</b>	<b>48,470</b>	<b>4,040</b>	<b>2,020</b>	<b>1,865</b>	<b>933</b>
<b>5</b>	<b>56,758</b>	<b>4,730</b>	<b>2,365</b>	<b>2,183</b>	<b>1,092</b>
<b>6</b>	<b>65,046</b>	<b>5,421</b>	<b>2,711</b>	<b>2,502</b>	<b>1,251</b>
<b>7</b>	<b>73,334</b>	<b>6,112</b>	<b>3,056</b>	<b>2,821</b>	<b>1,411</b>
<b>8</b>	<b>81,622</b>	<b>6,802</b>	<b>3,401</b>	<b>3,140</b>	<b>1,570</b>
<b>Each additional family member, add</b>	<b>+8,288</b>	<b>+691</b>	<b>+346</b>	<b>+319</b>	<b>+160</b>

Directions are included on the application. Only one application is required per family. To apply for free or reduced price meals, households should fill out only one application for all children in their household and return it to the main office of their school, their cafeteria, or forward it directly to the Director of Food Services, 610 Franklin Street, Whitman, MA 02382. Incomplete applications will be denied and a letter will be sent to the mailing address provided on the application. Parent/guardian is responsible for all charges made on the account until the application has been approved, regardless of new status. 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 school officials. Once approved, meal benefits are good for an entire school year and for up to 30 operating days into the new school year as eligibility from the previous school year will continue with the program. When the carry-over period ends, unless the household is notified that their children are directly certified or the household submits an application that is approved, the children must pay full price for school meals.

Households that receive MA SNAP (Supplemental Nutrition Assistance Program) or MA TANF (Temporary Assistance to Needy Families) will receive a letter automatically approving individual children for free breakfast/lunch through the Direct Certification Program. If a household that receives MA SNAP or MA TANF does not receive an automatic approval notice, the household should contact the Director of Food Services for Whitman-Hanson Regional School District. For any child not listed on the eligibility notice, the household should contact the Director of Food Services for Whitman-Hanson Regional School District to have free meal benefits extended to that child(ren) or should submit an income application and return it to the main office of their school, their cafeteria, or forward it directly to the Director of Food Services, 610 Franklin Street, Whitman, MA 02382. If any of your children attend a school outside of the Whitman-Hanson Regional School District, please notify the Director of Food Services to ensure all of your children are receiving meal benefits. If you do not want your child(ren) to have free meals please notify the Whitman-Hanson Regional School District in writing of your request.

Student meal accounts are private and confidential with personal ID numbers. Our POS systems allow all students to use the same payment method—such as name or personal identification number. No cash is needed because parents or students may prepay their meals online via [www.mypaymentsplus.com](http://www.mypaymentsplus.com), at any cafeteria register, or by forwarding a check or money order to the Director of Food Services. For this reason, POS systems are thought of as mechanisms to decrease overt identification of students' status; since all students are using the same payment method, they are indistinguishable from each other when they pay for meals.

When known to the school district, households will be notified of any child's eligibility for free meals if the individual child is Other Source Categorically Eligible because the child is categorized as homeless, migrant, or runaway as defined by law.

A foster child is categorically eligible for free meals and may be included as a member of the foster family if the foster family chooses to also apply for benefits for other children. By including children in foster care as household members, it may help other children in the household qualify for meal benefits.

Categorical eligibility for free meals is extended to all children in a household when the application lists an Assistance Program's case number for any household member.

Households with any member who is currently certified to receive Assistance Program benefits may submit an application for these children with the abbreviated information as indicated on the application and instructions.

Households with children who are categorically eligible under Other Source Categorically Eligible Programs should contact the school for assistance in receiving benefits and must mark the relevant box on the application.

Children of parents or guardians who become unemployed any time during the school year may be eligible for free or reduced price meals. Families could apply for benefits any time during the school year.

Special Supplemental Nutrition Program for Women, Infants and Children (WIC) participants may be eligible for free or reduced price meals.

A household may appeal the decision of the School District with respect to the application by requesting a hearing by calling or writing to: Jeffrey Szymaniak, WHRSD, 610 Franklin Street, Whitman, MA 02382, 781-618-7412, or [Szymaniak.Jeffrey@whrsd.org](mailto:Szymaniak.Jeffrey@whrsd.org).

If you have trouble completing your school meal application or have additional questions, please feel free to contact Nadine Doucette, Director of Food Services at 781-618-7477 or [Doucette.nadine@whrsd.org](mailto:Doucette.nadine@whrsd.org) for guidance.

**Non-Discrimination Statement:** This explains what to do if you believe you have been treated unfairly.

“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.

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.

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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