



Anchorage School District  
Student Nutrition Department  
1307 Labar Street  
Anchorage, Alaska 99515-3516  
(907) 348-5142  
Fax (907) 348-5233

Welcome to the 2011-2012 School Year

Dear Parent/Guardian:

Children need healthy meals to learn. Your school offers healthy meals every school day. There could be a slight increase in the 2011-2012 meal prices. That decision will be made in August. The schools will have information about any price increase. The current meal charges are: breakfast costs \$1.80 at elementary and middle schools and \$2.25 for high school; lunch cost \$3.15 for elementary, \$3.55 for middle school, and \$4.00 for high school. Your children may qualify for free or reduced price meals. Reduced price breakfast is \$.30 and lunch is \$.40. To apply for free or reduced price meals, complete the 2011-2012 application. **WE MUST RETURN AN INCOMPLETE APPLICATION. READ INSTRUCTIONS CAREFULLY. Return the completed application to your school, or mail to Student Nutrition at 1307 Labar St., Anchorage, Alaska 99515-3516**

Here are answers to questions you may have about applying:

- 1. Where do I obtain meal applications?** Applications are located at all schools, Administrative Offices Information, Student Nutrition, and may be completed and downloaded from the District Web site: [www.asdk12.org](http://www.asdk12.org) – Parents/Students Section; click on “meals” and navigate to “Free and Reduced”.
- 2. Do I need to fill out an application for each child?** No. Use one application for all of this District’s elementary, middle school and high school students in your household for whom you are applying.
- 3. Who can get free meals?** Children in households receiving State benefits (SNAP/TANF) or the Food Distribution Program on Indian Reservations can get free meals regardless of household income. Also, your children can get free meals if your household’s gross income and Permanent Fund Dividend income is within the free limits on the Federal Income Eligibility Guidelines.

**4. Can Foster Children get free meals?** Yes, Foster Children that are under the legal responsibility of a foster care agency or court, are eligible for free meals, regardless of the household income.

**5. Can Homeless, Runaway, and Migrant children get free meals?** Yes, children who meet these definitions qualify for free meals. If you haven't been advised that your children in above categories will receive free meals, please call the Homeless Liaison at 742-3933 or Migrant Education at 742-4275.

**6. Who can get reduced price meals?** Your children can get low cost meals if your household income is within reduced price limits on the Federal Eligibility Income Guidelines.

**7. What is an electronic import?** Through our computer system, we regularly receive lists from Public Assistance and Migrant Education of students directly certified as eligible for free meals, which we confirm in a letter to the family

**8. If we are notified that our child is free through the electronic import method, do we need to complete an application?** No.

**9. My child was on the lunch program last year. Do I need to fill out another application?** Yes, as last year's application status will last only a few days of the new school year. We need a new application each year.

**10. Will the information I give be checked?** Yes, and we may also ask you to send written proof.

**11. Our income this year is identical to last year, when the children were free. Why are they reduced this year?** This is very common. The Federal Income Guidelines change every year, as do the Permanent Fund Dividend amounts if they apply.

**12. What if my income is not always the same?** List the amount you normally get. For example, if you normally get \$1000 per month, but missed some work last month and only received \$900, list the \$1,000 per month. If you normally receive overtime list it, but not if you receive it only sometimes. If your household income drops during the school year, send verification of your new income with a new application.

**13. Why is student income a requirement?** We must have income for the entire household. Many children have income from estates, trusts, survivor benefits, etc., besides any real wages.

**14. We are in the military, do we include our housing allowance as income?** If you housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income. All other entitlements must be included besides your gross base pay.

**15. My spouse is deployed to a combat zone. Is their combat pay counted as income?** No, if the combat pay is received in addition to their basic pay because of their deployment, and it wasn't received before they were deployed, combat pay is not counted as income. Contact Student Nutrition for more information.

**16. Who should I include as members of my household?** You must include all people living in your household, related or not, who share income and expenses. Include yourself and all children living with you. If you live with other people, who are economically independent i.e. people who you do not support, who do not share income with you or your children, and who pay a pro-rated share of expenses, do not include them.

**17. May I apply if someone in my household is not a US citizen?** Yes, you or your children do not have to be US citizens to qualify for this program.

**18. How do I apply if we are staying temporarily with another family?** The Child In Transition Program (phone: 742-3833) will handle the meal application for you if your child(ren) qualify. If not, this meal program requires that you apply by listing the entire household and income information on all household members.

**19. Why are applications returned to households?** Usually because the application is not completed as required. Illegible applications must also be returned. Please note that if any child for whom you are applying is not yet in the school registration system, the application is delayed.

**20. If I don't qualify now, may I apply later?** Yes, you may apply at any time during the school year. If you report less income than a previous application, complete a new application and send information to verify the new income.

**21. How long does it take to process an application?** Allow 10 working days for processing.

**22. Why are there some schools that feed children Free automatically?** These are special Provision Schools determined by government requirements. These schools are: Alaska Native Charter, Clark Middle School, Fairview, Mt. Iliamna, Mt. View, Muldoon, North Star, Ptarmigan, Russian Jack, Wm. Tyson, Whaley, Williwaw, Willow Crest and Wonder Park.

**23. Do I have to complete a new application if my child transfers from one District school to another?** No, unless a child has been at one of the special Provision schools mentioned above, and transfers to a non-Provision school, which are all other District schools. In that case, an application is required.

**24. What if I disagree with the status my application determines?** Your application will be processed according to Federal Guidelines. If you wish to ask for a hearing, you may call or write to Dr. Brent Rock, Director, Student Nutrition, 1307 Labar Street, Anchorage, AK 99515.

**25. What if my child has special dietary needs?** If your child has been determined by a doctor to have a condition that would result in a disability that prevents your child from eating the regular meals, the school may make substitutions prescribed by a doctor.

**26. Are there any additional benefits our family may eligible for?** Yes, Health Insurance, Women, Infants and Children Nutrition Program (WIC), and the District's Child in Transition Program (The Homeless Project).

**Denali Kid Care** - Call 1-888-318-8890 or (Anchorage) 269-6529 for information and an application for free health insurance for children, teens, and pregnant women.

**WIC** Call 1-800-478-2221 for information on how to apply for free food benefits and nutrition education for pregnant, postpartum/breastfeeding women, infants and children under 5 years. If approved for free/reduced price meals, you may take your approval letter with you to WIC for documentation for WIC benefits.

**Anchorage School District Child in Transition program.**  
Call 742-3833 for assistance and information.

If you have other questions or need help, call 348-5145.

Sincerely

Brent Rock, Ed.D.

Director, Student Nutrition

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**INFORMATION FOR 2011-2012 CHILD NUTRITION PROGRAM**

The Anchorage School District provides free and reduced-price meals for Elementary, Middle and High School Students. Under the National School Lunch Program and School Breakfast Program, the household size and income criteria listed below are used to determine eligibility for the 2011-12 School year. This income chart is adjusted each year by the Federal government.

**WHO IS ELIGIBLE?**

- Children from households whose size and income is at or below the criteria are eligible to receive free or reduced-price meals for the school year effective July 1, 2011 – June 30, 2012. Income plus Permanent Fund Dividend information will be totaled and annualized.
- A household or family is defined as a group of related or unrelated individuals who are living as one economic unit.
- Children who are members of households that are approved for Food Stamps or Alaska Temporary Assistance Program (SNAP), or Temporary Assistance to Native Families (TANF) are automatically eligible for free meals, but we must have an application or an electronic import.
- Foster children, as the legal responsibility of a welfare agency or court, may also be eligible for benefits regardless of the household income where they reside. Again, an application is required.

**FREE & REDUCED PARTICIPANTS**

***APPLICATIONS MUST BE SUBMITTED ANNUALLY***

- If your children participated in the free and reduced meal program last year, you have a 30-day (30 school days) carryover period this school year, unless they were in a Provision School, where all students are fed Free with no application involved. Otherwise, your childrens' eligibility will end on the 31<sup>st</sup> school day (September 28) if you have not submitted a new application for the current school year. To avoid confusion and disruption of your students' benefits, please apply early. Processing time 10 working days.
- Applications will be distributed to all Elementary, Middle and High schools at Registration, and will be available at the ASD Education Center and Student Nutrition Dept. Applications are also available online @ [www.asdk12.org](http://www.asdk12.org). Click on "meals" under Parents/Students section. Some foreign language applications will be available on the website in Spanish, Samoan, Hmong, Tagalog and Korean. A limited printing of the foreign language applications will be delivered to some schools.
- Instructions for applying are on the back of the application. More details are available on separate question/answer sheet. Please submit one application per family. **Note:** Processing time is 10 working days. Parents **MUST BE RESPONSIBLE** for their child(rens') meals until notified by letter, which is **sent to the address of registration**.

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- APPLICATIONS MUST BE COMPLETE TO BE ELIGIBLE FOR PROCESSING. Incomplete applications WILL be returned. Information on the application will be used for the purpose of determining eligibility and use in Title 1 grants. Applications may be verified at any time during the school year.

<b>FEDERAL INCOME CHART</b>								
<b>Reduced Price Meals</b>					<b>Free Meals</b>			
<b>Family Size</b>	<b>Yearly Income</b>	<b>Monthly Income</b>	<b>Weekly Income</b>		<b>Family Size</b>	<b>Yearly Income</b>	<b>Monthly Income</b>	<b>Weekly Income</b>
1	\$25,160	\$2,097	\$484		1	\$ 17,680	\$1,474	\$340
2	\$34,003	\$2,834	\$654		2	\$ 23,894	\$1,992	\$460
3	\$42,846	\$3,571	\$824		3	\$ 30,108	\$2,509	\$579
4	\$51,689	\$4,308	\$995		4	\$ 36,322	\$3,027	\$699
5	\$60,532	\$5,045	\$1,165		5	\$ 42,536	\$3,545	\$818
6	\$69,375	\$5,782	\$1,335		6	\$ 48,750	\$4,063	\$938
7	\$78,218	\$6,519	\$1,505		7	\$ 54,964	\$4,581	\$1,057
8	\$87,061	\$7,256	\$1,675		8	\$ 61,178	\$5,099	\$1,177
<i>for each additional family member:</i>	\$8,843	\$737	\$341		<i>for each additional family member:</i>	\$6,214	\$518	\$120

**APPLICATION STATUS HEARING**

You may discuss your application status informally or formally by calling or writing to: Director of Student Nutrition, 1307 Labar Street, Anchorage, AK 99515. Phone: 907-348-5142.

**SPECIAL MESSAGE FOR FOOD STAMP (SNAP), (TANF), MIGRANT APPLICANTS**

Student Nutrition now receives automatic electronic data imports for the households who normally receive the Food Stamp/Alaska Temporary Assistance Program (SNAP), (TANF) School Meal Direct Certification notices from Division of Public Assistance. Student Nutrition then sends letters advising households of their child(rens') status. Any eligible household, not advised through the electronic import process, and who have written certification from Public Assistance, may submit same as a meal application or use a regular application listing their case number. Electronic imports are also received from Migrant Education and families advised.

**TRANSFERING SCHOOLS**

**IMPORTANT NOTE:** Some District schools may be designated to a special category (Provision Schools), which allows the schools to feed all students free without applications. **HOWEVER**, if students from such schools should transfer within this District to regular schools that participate in the Free and Reduced-price Meal Program with applications, then **THE TRANSFER STUDENT MUST HAVE** an application at that time if they want to be considered for the Program from that point forward, unless they

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have already been processed on a family application or notified that they are part of an electronic import. IT IS NOT NECESSARY TO COMPLETE A NEW APPLICATION WHEN TRANSFERRING BETWEEN REGULAR DISTRICT SCHOOLS. (Non-Provision Schools).

Schools where students are automatically fed Free (Provision Schools) are: Alaska Native Charter, Clark MS, Fairview, Mt. Iliamna, Mt. View, Muldoon, North Star, Ptarmigan, Russian Jack, Whaley, William Tyson, Williwaw, Willow Crest and Wonder Park.

**BREAKFAST AND LUNCH PROGRAMS**

The Anchorage School District serves nutritious meals every school day. There could be a slight increase in the 2011-2012 meal prices. That decision will be made in August. The schools will have information about any price increase. The current meal charges are:

<b>Lunch Full Price:</b>	Elementary Student:	\$3.15
	Middle School Student:	\$3.55
	High School Student:	\$4.00

**Reduced Price Breakfast** remains at 30 cents; **Reduced Price Lunch** remains at 40 cents. **Milk alone is 50 cents.**

**Breakfast is available for \$1.80 at the following elementary and middle schools:**

Abbott Loop, Airport Hts., Alaska Native Charter, Baxter, Bowman, Campbell, Chester Valley, Chinook, Chugiak Elementary, College Gate, Creekside, Denali, Eagle River Elementary, Fairview, Gladys Wood, Government Hill, Kasuun, Klatt, Lake Hood, Lake Otis, Mount Iliamna, Mountain View, Muldoon, North Star, Northern Lights, Northwood, Nunaka, Ptarmigan, Rogers Park, Russian Jack, Sand Lake, Scenic Park, Susitna, Taku, Tudor, Tyson, Ursa Major, Ursa Minor, Whaley, Williwaw, Willowcrest, WonderPark, Begich, Central, Clark, Gruening, Hanshaw, Romig and Wendler.

**Breakfast is available for \$2.25 at the following High Schools:**

Bartlett, Chugiak, Dimond, Eagle River, East, Service, South, West

**OTHER BENEFITS**

- Denali Kid Care – You may be eligible for free health insurance for your children. Call 269-6529 or toll free at 1-888-318-8890.
- WIC (Women, Infants & Children) – Nutrition Program Call 257-4633
- Anchorage School District Child in Transition/Homeless Project – Contact 742-3833

**REAPPLICATION**

You may apply for benefits anytime during the school year. If you are not eligible now, but have a change, such as decrease in household income, (send written verification of same), an increase in household size, become unemployed or start to receive Food Stamps or Alaska Temporary Assistance for your children, complete a new application.