



Regional School Unit 1

34 Wing Farm Parkway, Bath, ME 04530

Patrick Manuel, Superintendent
Debra Clark, Business Manager

Katie Joseph, Assist. Superintendent
Sarah Rent, Director Special Education

Think - Care - Act

September 7, 2022

Dear RSU 1 Families,

My name is Melissa Cole and I am the new Food Services Director for RSU1. For the past nine years I have served as the Head Cook at Fisher Mitchell School, and in the spring transitioned to my new role as Director. I have thoroughly enjoyed feeding your children over the years and now I look forward to watching all of them expand their food horizons as they progress from Pre-K through graduation.

This year Breakfast and Lunch meals remain NO CHARGE for all students. We encourage everyone to take advantage of this opportunity by trying new foods and enjoying old favorites. For those students who would still like to bring a lunch from home, they are more than welcome to pick three items to supplement their home lunch each day, such as a fruit and/or vegetable, a grain, and a milk. We hope these flexibilities within the National School Lunch Program will motivate all students to participate. Students who would like to purchase just milk may do so for 55 cents. Students in Bath Middle School and Morse High School are also able to purchase a la carte items. **Milk and ala carte items may not be charged to a student's lunch account.** Cash and checks are also accepted at the register. Funds may be added to a child's school account using My School Bucks (www.myschoolbucks.com).

Although meals are no charge for all this year, **it is very important that every RSU 1 family fills out the Meal Benefit Application.** *With free meals for all, why is this important? Many of our programs and funding depend directly on how many approved applications we receive. So, the more applications we get back, whether a family qualifies or not, gives us the most accurate count possible and is crucial to the success of many of our academic programs.* Students will be bringing home an application in their first day packets, however I have attached one here as well. This year we also have a QR code you may scan with your mobile device - it will take you directly to the application if you would prefer to fill it out online. You will see this code on the attached 'monster' poster and a copy is also included in the packet. **This information is completely confidential.**

Our kitchen staff work very hard to offer meals that are both delicious and nutritious. We try to balance 'heat and eat' foods such as Chicken Nuggets, Bosco Sticks, and Cheeseburgers with scratch-made items like soups, casseroles, and pasta dishes. I plan to bring back 'Taste Test Day' where each student has the opportunity to have a small sample of an upcoming item we will be serving later in the week. Other times after serving a new item, we have let students vote on whether they liked it or not by dropping a token in a jar. Giving students this responsibility has led to many trying things they may not have in the past, and enjoying foods they originally thought they didn't. We also have "I tried it" stickers for our younger students and they proudly wear those after trying something new.

34 Wing Farm Parkway, Bath, ME 04530

Telephone: (207) 443-6601

Facsimile: (207) 442-8295

<http://www.rsu1.org/>



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This year I would also like to start an RSU1 Food Services Facebook page. I think it's important for parents to see the many options your children have when it comes to school breakfast and lunch. This also gives you another avenue to see the monthly menus for each school, meet our Nutrition Team, and ask questions about our program. I am looking forward to the upcoming year in my new position and seeing your children eat the food we enjoy making. If you have any questions, please don't hesitate to call or email me. As always, thank you for letting us feed your children.

Sincerely,

Melissa Cole
Director of Food Services
(207) 449-6403
mcole@rsu1.org

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SY 2023 HOUSEHOLD APPLICATION FOR FREE AND REDUCED PRICE SCHOOL MEALS

Complete one application per household for all children. A household is a person(s) living together that shares income and expenses, even if not related. You may also apply online at: <http://rsu1.schoollunchapp.com/>

STEP 1: STUDENT INFORMATION: List all students that live in the household

Student Last Name _____	Student First Name _____	School _____	Foster Child <input type="checkbox"/>	Homeless/Migrant <input type="checkbox"/>
Student Last Name _____	Student First Name _____	School _____	Foster Child <input type="checkbox"/>	Homeless/Migrant <input type="checkbox"/>
Student Last Name _____	Student First Name _____	School _____	Foster Child <input type="checkbox"/>	Homeless/Migrant <input type="checkbox"/>
Student Last Name _____	Student First Name _____	School _____	Foster Child <input type="checkbox"/>	Homeless/Migrant <input type="checkbox"/>

STEP 2: ASSISTANCE PROGRAMS: Do any members of the household (including you) currently participate in SNAP, TANF or FDPIR assistance? If NO, go to STEP3. If YES, write the case number and name of the person receiving these benefits. Do not complete

STEP 3. Name: _____

SNAP or TANF Number _____ Letter _____

STEP 3: HOUSEHOLD INCOME: List all Household Members including yourself & students listed above and gross income for each person listed.

Names	Gross Income (before deductions)														
	Earnings from Work before deductions	Weekly	Every 2 weeks	2 times/month	Monthly	Welfare, Child Support, Alimony received	Weekly	Every 2 weeks	2 times/month	Monthly	Pensions, Retirement, Social Security & All Other Income	Weekly	Every 2 weeks	2 times/month	Monthly
Household Member (include students listed above)	\$					\$					\$				
	\$					\$					\$				
	\$					\$					\$				
	\$					\$					\$				
	\$					\$					\$				
	\$					\$					\$				
	\$					\$					\$				
	\$					\$					\$				
TOTAL HOUSEHOLD SIZE:															

STEP 4: ADULT SIGNATURE AND LAST FOUR DIGITS OF SOCIAL SECURITY NUMBER (required)

I certify (promise) that all information on this application is true and that all income is reported. I understand that this information is given in connection with the receipt of Federal funds, and that school officials may verify (check) the information. I am aware that if I purposely give false information, my children may lose meal benefits, and I may be prosecuted under applicable State and Federal laws.

Signature of Adult: _____ Last 4 Digits of Social Security Number: _____ I do not have a Social Security Number

Printed Name: _____ Phone: _____ Email: _____

Address: _____ Date: _____

*** FOR SCHOOL USE ONLY ***

Annual Income Conversion: Weekly x 52, Every 2 weeks x 26, Twice a month x 24, Monthly x 12

Total Income: _____ Household Size: _____ Free _____ Reduced _____ Denied _____ Categorically eligible free: _____

Determining Official's Signature: _____ Date: _____

Verification - Confirming Official's Signature: _____ Date: _____

STEP 5: Optional CHILDREN'S ETHNIC and RACIAL IDENTITIES You are **not required** to answer this question.

Mark one ethnic identity:

- Hispanic or Latino
 Not Hispanic or Latino

Mark one or more racial identities:

- Asian
 White
 Black or African American
 American Indian or Alaska Native
 Native Hawaiian or Other Pacific Islander
 Other

NOTIFICATION OF ELIGIBILITY

DATE:

Dear Parent/Guardian:

Your application for free or reduced price meals for your child(ren) has been:

- Approved for applicable programs listed below (check all that apply)
- | | |
|---|--|
| <input type="checkbox"/> Free Lunches | <input type="checkbox"/> Reduced price lunches at \$ _____ per meal |
| <input type="checkbox"/> Free Breakfasts | <input type="checkbox"/> Reduced price breakfast at \$ _____ per meal |
| <input type="checkbox"/> Free After School Snacks | <input type="checkbox"/> Reduced price After School Snacks at \$ _____ per snack |
- Denied because:
- | | |
|---|--|
| <input type="checkbox"/> Household income is over the amount allowable. | <input type="checkbox"/> The application is missing _____. |
|---|--|
- Other _____.

You may appeal this decision by contacting the Hearing Official, Superintendent Patrick Manuel, at 207-443-6601 x110.

Sincerely,
Melissa Cole
Approving Officer

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity. Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible State or local Agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. To file a program discrimination complaint, a Complainant should complete a Form AD-3027, *USDA Program Discrimination Complaint Form* which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted 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; or
- (2) **fax:**
(833) 256-1665 or (202) 690-7442; or
- (3) **email:**
program.intake@usda.gov

This institution is an equal opportunity provider

The Maine Human Rights Act prohibits discrimination because of race, color, sex, sexual orientation, age, physical or mental disability, genetic information, religion, ancestry or national origin.

Complaints of discrimination must be filed at the office of the Maine Human Rights Commission, 51 State House Station, Augusta, Maine 04333-0051. If you wish to file a discrimination complaint electronically, visit the Human Rights Commission website at <https://www.maine.gov/mhrc/file/instructions> and complete an intake questionnaire. Maine is an equal opportunity provider and employer.

(Federal Statement Revised 5/2022)

Regional School Unit 1 SY2023 Press Release: Free and Reduced Lunch Applications

School Year 2023 free and reduced-price meal benefit applications are available for families with students enrolled in **Regional School Unit 1** which is participating in the National School Lunch Program (NSLP). Meals will be provided to enrolled students at no charge in Maine public schools participating in the National School Lunch Program due to State of Maine Legislation.

While meals are provided for no charge, it is still important to complete the School Year 2023 free and reduced-price meal benefit application. Students may be eligible for additional benefits, such as the USDA pandemic EBT program.

The following household income guidelines for School Year for 2023 have been provided by the United States Department of Agriculture:

Household Size	Maximum Household Income Eligible for Free Meals			Maximum Household Income Eligible for Reduced Price Meals		
	<u>Annually</u>	<u>Monthly</u>	<u>Weekly</u>	<u>Annually</u>	<u>Monthly</u>	<u>Weekly</u>
1	\$17,667	\$1,473	\$340	\$25,142	\$2,096	\$484
2	23,803	1,984	458	33,874	2,823	652
3	29,938	2,495	576	42,606	3,551	820
4	36,075	3,007	694	51,338	4,279	988
5	42,211	3,518	812	60,070	5,006	1,156
6	48,347	4,029	930	68,802	5,734	1,324
7	54,483	4,541	1,048	77,534	6,462	1,492
8	60,619	5,052	1,166	86,266	7,189	1,659
Each add'l member	+ 6,136	+ 512	+ 118	+ 8,732	+ 728	+ 168

To apply, fill out a Free and Reduced Price Meal Benefit Application and return it your local school district. The information provided on the application is confidential. Applications may be submitted any time during the school year. A complete application is required as a condition of eligibility. A complete application includes: (1) household income from all sources or Food Stamp/TANF case number, (2) names of all household members, and (3) the signature and last four digits of social security number or indication of no social security number of adult household member signing the application. School officials may verify current income at any time during the school year.

Foster children may be eligible regardless of the income of the household with whom they reside.

If a family member becomes unemployed or if family size changes, the family should contact the school to file a new application. Such changes may make the children of the family eligible.

Households will be notified of their children’s eligibility status for free or reduced price meals. If any children were not listed on the eligibility notice for families receiving SNAP, TANF or FDPIR, the household should contact the school to have free meal benefits extended to those children.

If any child(ren) was not listed on the eligibility notice, the household should contact their local school district to have free meal benefits extended to that child(ren).

RSU1 determining official will review the application and determine eligibility. If a parent/guardian is dissatisfied with the ruling of the determining official, they may wish to discuss the decision with the hearing official on an informal basis or he/she may make a request either orally or in writing to the school district's hearing official.

For more information, contact:

Melissa Cole, Food Service Director at 443-6601 x114 or mcole@rsu1.org

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible State or local Agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

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(1) mail:

*U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or*

(2) fax:

(833) 256-1665 or (202) 690-7442; or

(3) email:

program.intake@usda.gov

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Fill Out Your School Meal Benefit Form Online Today!

You could get extra money for groceries!

Eligible families can receive grocery benefits through the Pandemic EBT program. Learn more at feedkids.me

It helps your school and community!

Household income helps to determine state and federal funding to support your school's educational, nutrition, and enrichment programs.

It's quick, private, and online!

Fill out the form at nlappscloud.com today. Contact your school nutrition department with any questions.



It's important for ALL FAMILIES to fill out the form even though school meals are free for everyone this year.

SCAN OR CLICK ME!

