

## Please read the hot lunch information!

### GACC School Lunch Program 2024-2025

July 1, 2024

GACC participates in the National School Lunch Program. Nutritious meals are served every day. Each meal includes one milk.

Children from households that meet Federal guidelines are eligible for free or 40¢ reduced price meals. To apply for free or reduced price meals, you will need to complete an application form. The forms can be found on the school website or Sycamore. Go to [www.gaccbluejays.org](http://www.gaccbluejays.org) The application can be found under the “About GACC” tab. Scroll down to “Hot Lunch Program” and you can view and download all of the forms available for the 2024-2025 school year. (The other forms have lunch program information also but Attachment C is the one you need to complete to apply for free and reduced meals.)

### **THIS INFORMATION IS STRICTLY CONFIDENTIAL!**

**All hot lunch bills need to be prepaid by the 1<sup>st</sup> of each month at the latest in order for the program to stay current with their expenses.** You can check your account balance at any time on Sycamore.

Food Stamps/AFDC Households have already filled out the necessary paper work to qualify them for the hot lunch program so you only need to list your child’s name and the food stamp or AFDC case number. Print your name and **SIGN the application**. Since you have already given income information to the welfare office, the school can confirm your eligibility.

All other households can refer to the chart for income guide lines to see if they qualify for reduced or free lunches. Please check the guidelines and take advantage of this opportunity to help meet the cost of the meals. You only need to fill out one application for each family (only one application per family is needed and includes GA and CC students.) You will need to designate which school each student attends on the form. Remember to fill out part 3 of the application by putting **all** household names and their earnings. Children babysitting sporadically or just working summers do not have to divulge those earnings. However, if your child works all year round those earnings have to be included.

If you are directly certified through the lunch program, you will receive a letter after July 1 to inform you. The letter will note the category your children fall in for the 2024-2025 school year.

**IF YOU ARE APPLYING FOR FREE OR REDUCED MEALS COMPLETE THE FORMS AND RETURN THEM TO MRS. BRACHT BEFORE THURSDAY, AUGUST 11, 2024.**

**LUNCH MUST BE PREPAID BY THE 1<sup>ST</sup> OF THE MONTH**  
**UNLESS YOU PAY BY THE SEMESTER OR THE YEAR**  
**(WE ARE UNABLE TO PAY CURRENT PROGRAM EXPENSES WITHOUT PREPAYMENT!)**

**Lunch Information 2024-2025**

**You can pay your balance anytime your account is getting low.**  
**Please remember you can check your balance on Sycamore at any time.**

The **estimates** are based on the school calendar and 100% attendance.  
They are adjusted with credits to your account as needed. Estimates follow:

**Preschool meals \$3.85/meal. Pre-K meals \$3.85/meal times # of days attend.**

|                 | <b>PreK &amp; K</b>                    |                                      |                                       |                  |
|-----------------|--|--------------------------------------|---------------------------------------|------------------|
|                 | <b>(PreK attending 5 days &amp; K)</b> | <b>1<sup>st</sup>-6<sup>th</sup></b> | <b>7<sup>th</sup>-12<sup>th</sup></b> |                  |
| <b>Month:</b>   | <b>\$3.85/meal</b>                     | <b>\$3.95/meal</b>                   | <b>\$4.15/meal</b>                    | <b>40¢ meals</b> |
| First Semester  | \$319.55                               | \$327.85                             | \$344.45                              | \$33.20          |
| Second Semester | \$338.80                               | \$347.60                             | \$365.20                              | \$35.20          |
| Yearly cost     | \$658.35                               | \$675.45                             | \$709.65                              | \$68.40          |

\*Dollar amounts in the 40¢ section differ from GA to CC since CC has more days of school in the first quarter.

**Remember all seconds and extras are deducted from your child's account on the day they are purchased.**

July 1, 2023

Dear Parent/Guardian:

Children need healthy meals to learn. Guardian Angels Central Catholic offers healthy meals every school day. Lunch costs \$3.85 for grades PK-K, \$3.95 for grades 1-6, and \$4.15 for grades 7-12. **Your children may qualify for free or reduced price meals.** Reduced price is \$.40. If your child(ren) qualified for free or reduced price meals at the end of last school year, you must submit a new application by September 30, 2023 in order to avoid an interruption in meal benefits. (Adult meal price is \$4.85)

The application for free or reduced price meal benefits and a set of detailed instructions can be found on the school website ([www.gaccbluejays.org](http://www.gaccbluejays.org)) under the **"About GACC"** tab (**Scroll down to "Hot Lunch" to view all forms.**)

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

1. WHO CAN GET FREE OR REDUCED PRICE MEALS?

- All children in households receiving benefits from the Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF) or the Food Distribution Program on Indian Reservations (FDPIR) are eligible for free meals.
- Foster children that are under the legal responsibility of a foster care agency or court are eligible for free meals.
- Children participating in their school's Head Start program are eligible for free meals.
- Children who meet the definition of homeless, runaway, or migrant are eligible for free meals.
- 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 this chart.

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 haven't been told your children will get free meals, please call or e-mail **Mr. Justin Wardyn @ 402 372-5326** or [john.mcandrews@gaccbluejays.org](mailto:john.mcandrews@gaccbluejays.org)

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: **Tami Bracht 1926 H Road West Point, NE 68788** or **you can drop off your application in a sealed envelope at either of the school offices. Please mark it "School Lunch Program – Confidential"**

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 got carefully and follow the instructions. If any children in your household were missing from your eligibility notification, contact **Tami Bracht @ [tbracht@gaccbluejays.org](mailto:tbracht@gaccbluejays.org)** immediately.

5. CAN I APPLY ONLINE? No, not at this time but all of the forms are available to view and download on the school website: [www.gaccbluejays.org](http://www.gaccbluejays.org) Go to the "About Us" tab and scroll down to "School Forms" to find all of the information and forms for the 2021-2022 school year.

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 good for that school year and for the first few days of this school year. You must send in a new application unless the school told you that your child is eligible for the new school year. If you do not send in a new application that is approved by the school or you have not been notified that your child is eligible for free meals, your child will be charged the full price for meals.
7. I GET WIC. CAN MY CHILDREN GET FREE MEALS? Children in households participating in WIC may be eligible for free or reduced price meals. Please send in an application.
8. WILL THE INFORMATION I GIVE BE CHECKED? Yes. We may also ask you to send written proof of the household income you report.
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: **Mr. John McAndrews**  
**419 E. Decatur West Point, NE 68788 (402) 372-5326 email: [john.mcandrews@gaccbluejays.org](mailto:john.mcandrews@gaccbluejays.org)**
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.
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.
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, 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.
16. MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR? To find out how to apply for SNAP or other assistance benefits, please go online to [ACCESSNebraska.ne.gov](http://ACCESSNebraska.ne.gov) or call 1-800-383-4278.

If you have other questions or need help, call **Tami Bracht @ (402) 380-1842**.

Sincerely,

**Tami R. Bracht**

Tami R. Bracht

## **Instructions for Completing the Free & Reduced Price School Meals Family Application**

**For households receiving benefits from the Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF) or the Food Distribution Program on Indian Reservations (FDPIR), follow these instructions:**

- Part 1:** List each child's name, the school they attend and their grade.
- Part 2:** Enter household's Master Case Number if the household qualifies for SNAP, TANF or FDPIR.
- Part 3:** Skip this part.
- Part 4:** Complete this part. An adult must sign the form.
- Part 5:** This part is optional and does not affect your children's eligibility for free or reduced price meals. If you do not select race or ethnicity, one will be selected for you based on visual observation.

**For households with FOSTER CHILDREN, follow these instructions:**

**If all children in the household are foster children:**

- Part 1:** List all foster children, the school they attend and their grade. Check the box indicating the child is a foster child.
- Part 2:** Skip this part.
- Part 3:** Skip this part.
- Part 4:** Complete this part. An adult must sign the form.
- Part 5:** This part is optional and does not affect your children's eligibility for free or reduced price meals. If you do not select race or ethnicity, one will be selected for you based on visual observation.

**If some of the children in the household are foster children:**

- Part 1:** List all children, including foster children, the school they attend and their grade. Check the box if a child is a foster child.
- Part 2:** If the household does not have a Master Case Number, skip this part.
- Part 3:** Follow these instructions to report total household income from last month.

**Column 1 – Household Members:** List the first and last name of **each** person living in your household, related or not (such as grandparents, other relatives or friends) who share income and expenses. Use a separate sheet of paper if necessary.

**Column 2 - Gross Income and How Often it was Received:** Gross income is the amount earned **before taxes and other deductions**; it is not your take-home pay. For each household member, list the type of income received for the month. You must also report how often the money is received – weekly, every other week, twice a month, or monthly.

**Earnings from Work** includes the following:

- Salary, wages, cash bonuses
- Net income from self-employment (farm or business)

If you are in the U.S. Military, include:

- Basic pay and cash bonuses (do not include combat pay, Family Subsistence Supplemental Allowance (FSSA) payments or privatized housing allowances)
- Allowances for off-base housing, food and clothing

**Do not include income** from SNAP, FDPIR, WIC, Federal education benefits and foster care pay

**Public Assistance/Child Support/Alimony** includes the following:

- Unemployment benefits, Worker's compensation
- Supplemental Security Income (SSI), Cash assistance from state or local government
- Veteran's benefits (VA benefits), Strike benefits
- Child support payments, Alimony payments

**Pensions/Retirement/All Other Income** includes the following:

- Social Security payments (including railroad retirement and black lung benefits)
- Private pensions or Disability benefits
- Regular income from trusts or estates, Annuities, Investment income, Earned interest, Rents and *Regular* cash payments received from outside the household.

If you have no income, write "0" or leave the income field blank. If you do this, you are certifying that there is no income to report.

**Household Size:** Enter the total number of people in your household.

**Social Security Number:** The adult signing the form must list the last four digits of their Social Security Number (SSN) or check the box to the right labeled "Check if no SSN."

- Part 4:** Complete this part. An adult must sign the form.
- Part 5:** This part is optional and does not affect your children's eligibility for free or reduced price meals. If you do not select race or ethnicity, one will be selected for you based on visual observation.

**For ALL other households, follow these instructions:**

**Part 1:** List all children, the school they attend and their grade.

**Part 2:** If the household does not have a Master Case Number, skip this part.

**Part 3:** Follow these instructions to report total household income from last month.

**Column 1 – Household Members:** List the first and last name of **each** person living in your house related or not (such as grandparents, other relatives or friends) who share income and expenses. Add another sheet of paper if necessary.

**Column 2 - Gross Income and How Often it was Received:** Gross income is the amount earned **before taxes and other deductions**; it is not your take-home pay. For each household member, list each income received for the month. You must also report how often the money is received – weekly, every week, twice a month, or monthly.

**Earnings from Work** includes the following:

- Salary, wages, cash bonuses
- Net income from self-employment (farm or business)

If you are in the U.S. Military, include:

- Basic pay and cash bonuses (do not include combat pay, Family Subsistence Supplemental Allowance (FSSA) payments or privatized housing allowances)
- Allowances for off-base housing, food and clothing

**Do not include income** from SNAP, FDPIR, WIC, Federal education benefits and foster care payments.

**Public Assistance/Child Support/Alimony** includes the following:

- Unemployment benefits, Worker's compensation
- Supplemental Security Income (SSI), Cash assistance from state or local government
- Veteran's benefits (VA benefits), Strike benefits
- Child support payments, Alimony payments

**Pensions/Retirement/All Other Income** includes the following:

- Social Security payments (including railroad retirement and black lung benefits)
- Private pensions or Disability benefits
- Regular income from trusts or estates, Annuities, Investment income, Earned interest, Rental income and *Regular* cash payments received from outside the household.

If you have no income, write "0" or leave the income field blank. If you do this, you are certifying the income to report.

**Household Size:** Enter the total number of people in your household.

**Social Security Number:** The adult signing the form must list the last four digits of their Social Security Number (SSN) or check the box to the right labeled "Check if no SSN."

**Part 4:** Complete this part. An adult must sign the form.

**Part 5:** This part is optional and does not affect your children's eligibility for free or reduced price meals. If you do not select race or ethnicity, one will be selected for you based on visual observation.