



Congratulations!

156th Commencement

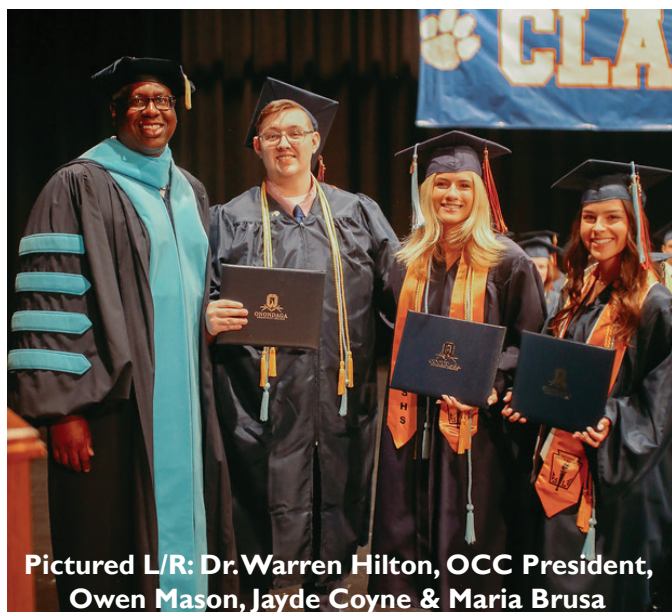
On June 24, nearly 100 seniors graduated from Solvay High School at the 156th Commencement Ceremony. Three students, Maria Brusa, Jayde Coyne, and Owen Mason, not only received their high school diploma, but they also received their Associate's Degree in Math/Science from Onondaga Community College (OCC). Pictured on page 2 L/R: Dr. Warren Hilton, OCC President, Owen Mason, Jayde Coyne, and Maria Brusa. We are fortunate to be able to offer our students numerous college classes. Congratulations graduates!



CLASS OF 2023

(More pictures inside)

The *Sentinel* is published four times a year by the Solvay Union Free School District (UFSD). Questions and comments are welcomed by the superintendent's office at (315) 468-1111 or sentinel@solvayschools.org



Pictured L/R: Dr. Warren Hilton, OCC President, Owen Mason, Jayde Coyne & Maria Brusa



Jalen King



Pictured left: McKenzie Tryon (standing) & Jlexia Almaqaleh-Rodriguez (sitting)

Save the Date - Sept. 16, 2023

Solvay UFSD will be hosting their first district-wide garage sale. The garage sale is being held in the Solvay High School gymnasium on Saturday, September 16, 2023, from 8:30 a.m.-3:30 p.m.

There will be pre-sale tickets for \$5.00, which shoppers can purchase to enter the sale on Friday afternoon, September 15, 2023, for 2 hours.

Food trucks will be on site as well as community members selling their own items in the parking lot.

Don't miss out on all the treasures, deals and freebies.

Work While Your Student(s) are in School

Become a part-time school bus driver, school bus attendant, cafeteria aide or food service helper. Hours vary depending on position and building location.

Background check required.

Visit www.solvayschools.org to apply.

2023-2024 Events Calendar

The district's events calendar will be sent home with students on the first day of school on September 6. The calendar is available on our web site at www.solvayschools.org. If you would like a copy, please stop by one of the schools' main offices or the district office after August 28 to pick one up.

**JOIN US FOR A DISTRICT WIDE
BACK TO SCHOOL
CELEBRATION!**

**MUSIC, LAWN
GAMES, &
ACTIVITIES**

**FREE DINNER
HOT DOGS &
BURGERS**

SOLVAY

**BEARCAT
BACK TO SCHOOL
BASH**

**SOLVAY HIGH SCHOOL
AUGUST 31 - 5:30-8PM**

FEATURING

PTOs	Guidance & Student Support Staff
Athletics	English Language Learner Resources
Music & Athletic Boosters	District Employment Opportunities
Academics & Clubs	And more!
Instructional Technology	
Community Partners	
School Health Services	

ADDITIONAL DISTRICT ACTIVITIES THAT EVENING

SOLVAY ELEMENTARY MEET THE TEACHER 4:30-5:30PM
SOLVAY MIDDLE LOCKER NIGHT 4:00-6:00PM
SOLVAY HIGH FRESHMAN (PARENT) ORIENTATION 5:00-5:30PM

ALL PREK-12 STUDENTS & FAMILIES WELCOME



Sam Gonzalez



Juliet Mulkey



Ellyahna Olavarria



Kendra Pierce



Aiden King



Gabe Rodriguez

August Important Dates & K Screening for 2023-24 School Year

Mark Your Calendars

- SES Kindergarten Orientation - Aug. 24 @ 5:00 p.m.
- SES Meet the Teacher - Aug. 31 @ 4:30-5:30 p.m.
- SMS PreK Orientation - Aug. 15 @ 6:00 p.m.
- SMS Gr. 5 Orientation - Aug. 23 @ 6:00 p.m.
- SMS Gr. 6-8 Locker Assignments - week of Aug. 21-Aug. 25 @ 8:00 a.m.-3:00 p.m.; Aug. 30 @ 8:00 a.m.-7:00 p.m.
- SHS Freshman & New Student Orientation - Aug. 31 @ 1:00 p.m.
- SHS JV/V Fall Sports Begin
 - Aug. 19 (Football)
 - Aug. 21 (Soccer/Cheer/Cross Country)
- Kindergarten Registration - If you are a parent with kindergarten aged students that have not yet registered for enrollment in the district for September, please do so as soon as possible.

Transferring students from other schools coming into the Solvay UFSD in grades one through three that are already registered or will be, must be screened prior to entering school in September.

When you register a new student in these grades, a screening appointment will be set up. If a screening appointment has not been set up, contact SES at 315-488-5422.



Pictured L/R: Trinity Toussaint, Maryanne Rivas & Abrahan Cala

Student in Pictures/Videos

Throughout the year, photographs/videos may be taken of students at school, after school, or at evening events for use in district publications, including the district website or by the news media. Parents who do not want their child(ren) photographed for these purposes are asked to send a note to your child's school principal. A simple written, signed note stating, "please do not photograph my child(ren) --Student Name(s)-- for use in publications and/or web," will suffice. The note may be delivered in person or mailed to your child(ren)'s school.

Changing Your Address

Have you moved? If you moved during the summer or if you are planning on moving during the school year, you are required to notify your school principal of that new address as soon as your move is complete. If your new address is not within the boundaries of the school district, then you will need to register with a school in the district where your new residence is located. Also, remember to keep your student(s') school(s) informed of all changes in contact information including phone numbers and email addresses.

Pesticide Notification Procedure

Parent/Guardian and School Staff:

The use of pesticides on school property has gained attention from various groups, agencies, and individuals. At Solvay UFSD, we want you to know that we take pesticide applications seriously.

It is our policy to practice Integrated Pest Management (IPM) to protect our students, staff, and property from unwanted pests. As you are aware, pests carry and spread diseases, contaminate food, sting, and cause property damage. Keeping pests such as mice out of our buildings is important to help ensure the safety and health of our students and the protection of our property. The practice of IPM helps us balance our objectives of keeping pests a safe distance away while limiting the use of pesticides.

The New York State Pesticide Notification Law requires that we notify you that pesticides may be used periodically throughout the school year. It is our intent to protect our students and staff from exposure, and use only non-volatile, reduced risk pesticides from the exempt list for any application. However, should we find it necessary to use other pesticides, the law requires us to maintain a list of parents, guardians, and staff members who wish to receive 48-hour advance notice when a non-exempt pesticide is intended to be used.

If you wish to have your name added to the advanced notice list, simply complete the information in the box below and return it to the Solvay Union Free School District, 299 Bury Dr., Syracuse, NY 13209, Attn: Christopher Boiselle, Director of Facilities.

--COMPLETE ONLY IF YOU WISH TO BE ON THE 48-HOUR ADVANCE NOTICE LIST--

I certify that I am a staff member or parent/guardian of a student at Solvay Union Free School District. Please add my name to the 48-hour advance notification list for use of non-exempt pesticides when required by law.

Signature: _____ Print Name: _____

Mailing Address: _____ Phone: _____

Date: _____

Please feel free to contact Christopher Boiselle, Director of Facilities and the Solvay UFSD pesticide representative, at (315) 468-7035 for further information on these requirements, including information on products that are scheduled to be applied.

SMS Students Shine at NYSSMA Solo Festival

On May 10, the New York State School Music Association (NYSSMA) sponsored a Solo Festival at C.W. Baker High School in Baldwinsville. Students from all over Central New York participated in this festival. Ten SMS Chorus students were among those who participated. These students prepared a solo with the help of their music teacher. Students were also required to sing a short piece of music at sight which tested their music reading skills. All of the students did exceptionally well. The musical growth gained from their participation in the festival was extraordinary. We congratulate all of our students on their hard work, dedication, and fine accomplishments, and wish them well in their future musical endeavors.



Pictured L/R back row: Ella Oleson, Zachary Butler, Alexander Grant, Jenna Rogala, Allison O'Neill & L/R front row: Bethany Pino-Espino, Angelina Ciciarelli, Vincent Fragola, Andrianna Van Slyke, Annmarie Peabody

Scholar Athletes

Congratulations and good luck to Jordan Dippold and Jayde Coyne (pictured right)! They were the Solvay Section 3 Scholar Athlete Award recipients. They were recognized at SRC Arena on June 12. Pictured L/R: Shawn Mitchell, coach, Jayde Coyne, Jordan Dippold, & Joe Kesler, coach.

Website

Please be sure to visit our Athletic Department website at <http://www.solvayschools.org/athletics> for important announcements and for the most up to date schedules and directions to other schools can be found by visiting www.schedulegalaxy.com.

Senior Citizens Passes

Below you will find information regarding the Senior Citizen Passes that the Solvay High School Athletic Department will be issuing this year. This pass will allow Solvay and Lyncourt residents free admission to all of Solvay's home athletic contests.

- The individual must be 65 year of age
- Passes must be picked up in the Solvay High School Athletic Office
- Passes are good for all home contests
- Passes are not transferable

If you have any questions, please call 315-484-1400.



Family ID - Fall Sports

Sign-ups for fall sports can be done at www.FamilyID.com. Please call the Athletic Office 315-484-1400 if you have any questions.

Twitter

Solvay Athletics is on Twitter! Please be sure to check daily for contests, score updates and other athletic office news! Follow us @SolvayAthletics!

SHS Thrive Program

High school mentors in the THRIVE program take part in their mentorship training. The THRIVE program connects upperclassmen with incoming freshmen to support and mentor them throughout their academic year.



Congratulations to Bob & Colin Conklin, dad & son duo, who won the STA Annual Cornhole Tournament. The money raised supports the STA Scholarships awarded annually to SHS student recipients.

Dear Parent/Guardian:

Children need healthy meals to learn. Solvay Union Free School District offers healthy meals every school day. Breakfast costs \$0; lunch costs \$0. Your children may qualify for free meals or for reduced price meals. **Students in New York State that are approved for reduced price meals will receive breakfast and lunch meals and snacks served through the Afterschool Snack Program at no charge.** Below are common questions and answers to help you with the application process.

- DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD?** No. Complete one Application for Free and Reduced Price School Meals/Milk to apply for free or reduced price meals for all students in your household attending this School Food Authority. We cannot approve an application that is not complete, so be sure to fill out all required information as indicated on the application and application instructions. **Return the completed application to:** Michael Herr, School Lunch Director, Solvay High School, 600 Gertrude Ave., Solvay, NY 13209
- WHO CAN GET FREE MEALS?**
 - All children in households receiving benefits from the Supplemental Nutrition Assistance Program (SNAP), the Food Distribution Program on Indian Reservations (FDPIR) or Temporary Assistance to Needy Families (TANF), are eligible for free meals. Categorical eligibility for free meal benefits is extended to all children in a household when the application lists an Assistance Program's case number for any household member.
 - 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. Households with children who meet the definition of homeless, runaway or migrant should contact the SFA for assistance in receiving benefits.
 - Children may receive free meals if your household's gross income is within the free or reduced price limits on the Federal Income Eligibility Guidelines. Students in New York State that are approved for reduced price meals will receive breakfast and lunch meals and snacks served through the Afterschool Snack Program at no charge.
 - Your children may qualify for free or reduced price meals if your household income falls at or below the limits on this chart:

2023-2024 REDUCED PRICE INCOME ELIGIBILITY GUIDELINES

Total Household Size	Annual	Monthly	Twice per Month	Every Two Weeks	Weekly
1	\$ 26,973	\$ 2,248	\$ 1,124	\$ 1,038	\$ 519
2	\$ 36,482	\$ 3,041	\$ 1,521	\$ 1,404	\$ 702
3	\$ 45,991	\$ 3,833	\$ 1,917	\$ 1,769	\$ 885
4	\$ 55,500	\$ 4,625	\$ 2,313	\$ 2,135	\$ 1,068
5	\$ 65,009	\$ 5,418	\$ 2,709	\$ 2,501	\$ 1,251
6	\$ 74,518	\$ 6,210	\$ 3,105	\$ 2,867	\$ 1,434
7	\$ 84,027	\$ 7,003	\$ 3,502	\$ 3,232	\$ 1,616
8	\$ 93,536	\$ 7,795	\$ 3,898	\$ 3,598	\$ 1,799
*Each add'l person, add	\$ 9,509	\$ 793	\$ 397	\$ 366	\$ 183

- 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. Any foster child in the household is eligible for free meals regardless of income. Foster children may also be included as a member of the foster family if the foster family chooses to also apply for benefits for other children. Including children in foster care as household members may help other children in the household qualify for benefits. If non-foster children in a foster family are not eligible for free or reduced price meal benefits, an eligible foster child will still receive free benefits.
- CAN HOMELESS, RUNAWAY, AND MIGRANT CHILDREN GET FREE MEALS?** Yes, children who meet the definition of homeless, runaway, or migrant qualify for free meals. If you haven't been told your children will get free meals, please call or e-mail Neil Gottlieb, ph. 315-468-2551. email: ngottlieb@solvasschools.org to see if they qualify.
- SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE APPROVED FOR FREE MEALS?** Please read the letter you got carefully and follow the instructions. Call the school at [phone number] if you have questions.
- MY CHILD'S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT ANOTHER ONE?** Yes. Your child's application is only good for that school year and carried over for the first 30 operating days of this school year (or until a new eligibility determination is made, whichever comes first). 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.

2023-2024 BREAKFAST AND LUNCH PROGRAM

7. **I GET WOMEN, INFANTS AND CHILDREN (WIC) BENEFITS. CAN MY CHILD(REN) GET FREE MEALS?** Children in households participating in WIC may be eligible for free or reduced price meals. Please fill out an Application for Free and Reduced Price School Meals/Milk.
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 or who experiences financial hardship mid-year 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: Michael Herr, School Lunch Director, Solvay High School, 600 Gertrude Ave., Solvay, NY 13209, ph. 315-484-1403, email: mherr@solvayschools.org**
11. **MAY I APPLY IF SOMEONE IN MY HOUSEHOLD IS NOT A U.S. CITIZEN?** Yes. You, your child(ren), or other household members do not have to be U.S. citizens to qualify for free or reduced price meals.
12. **WHO SHOULD I INCLUDE AS MEMBERS OF MY HOUSEHOLD?** You must include all people living in your household, related or not (such as grandparents, other relatives, or friends) who share income and expenses. You must include yourself and all children living with you. If you live with other people who are economically independent (for example, 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.
13. **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.
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, 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. **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, contact your local assistance office or call **1-800-342-3009**.
How to Apply: To get free or reduced price meals for your children, carefully complete one Application for Free and Reduced Price School Meals/Milk, following the instructions on the form, for your household and **return it to the designated office listed on the application**. All household members and children should be listed on one application.
 - If you receive SNAP or TANF benefits or participate in the FDIPIR, the application must include the children's names, the household SNAP, TANF or FDIPIR case number and the signature of an adult household member.
 - Contact your local Department of Social Services for your SNAP or TANF case number, if necessary.
 - No application is necessary if the household was notified by the School Food Authority that their children have been directly certified based on Assistance Program participation. If the household is not sure if their children have been directly certified, the household should contact the school.
 - If you do not list a SNAP, TANF or FDIPIR case number for any household member, the application must include the names of everyone in the household, the amount of income for each household member, how often it is received and where it comes from. It must include the signature of an adult household member and the last four digits of that adult's social security number or check the box if the adult does not have a social security number.
 - **An application for free and reduced price benefits cannot be approved unless complete eligibility information is submitted, as indicated on the application and in the instructions.** We will let you know when your application is approved or denied.

Reporting Changes: The benefits that you are approved for at the time of application are effective for the entire school year and up to 30 operating days into the new school year (or until a new eligibility determination is made, whichever comes first). You no longer need to report changes for an increase in income or decrease in household size, or if you no longer receive SNAP.

Meal Service to Children with Disabilities: Federal regulations require schools and institutions to serve meals at no extra charge to children with a disability which may restrict their diet. A student with a disability is defined in 7CFR Part 15b.3 of Federal regulations, as one who has a physical or mental impairment which substantially limits one or more major life activities of such individual, a record of such an impairment or being regarded as having such an impairment. Major life activities include but are not limited to: functions such as caring for one's self, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, and working. You must request meal modifications from the school and provide the school with medical statement from a State licensed healthcare professional. **If you believe your child needs substitutions because of a disability, please get in touch with us for further information, as there is specific information that the medical statement must contain.**

FREE AND REDUCED PRICE MEAL APPLICATION FACT SHEET

When filling out the application form, please pay careful attention to these helpful hints.

SNAP/TANF/FDPIR case number: This must be the complete valid case number supplied to you by the agency including all numbers and letters, for example, E123456, or whatever combination is used in your county. Refer to a letter you received from your local Department of Social Services for your case number or contact them for your number.

Foster Child: A child who is living with a family but who is under the legal care of the welfare agency or court may be listed on your family application. List the child's "personal use" income. This includes only those funds provided by the agency which are identified for the personal use of the child, such as personal spending allowances, money received by his/her family, or from a job. Funds provided for housing, food and care, medical, and therapeutic needs are not considered income to the foster child. Write "0" if the child has no personal use income.

Household: A group of related or non-related people who are living in one house and share income and expenses.

Adult Family Members: All related and non-related people who are 21 years of age and older living in your house.

Financially Independent: A person is financially independent and a separate economic unit/household when his or her earnings and expenses are not shared by the family/household. Separate economic units in the same residence are characterized by prorating expenses and by economic independence from one another.

Current Gross Income: Money earned or received at the present time by each member of your household before deductions. Examples of deductions are federal tax, State tax, and Social Security deductions. If you have more than one job, you must list the income from all jobs. If you receive income from more than one source (wage, alimony, child support, etc.), you must list the income from all sources. Only farmers, self-employed workers, migrant workers, and other seasonal employees may use their income for the past 12 months reported from their 1040 Tax Forms.

Examples of gross income are:

- Wages, salaries, tips, commissions, or income from self-employment
- Net farm income – gross sales minus expenses only – not losses
- Pensions, annuities, or other retirement income including Social Security retirement benefits
- Unemployment compensation
- Welfare payments (does not include value of SNAP)
- Public Assistance payments
- Adoption assistance
- Supplemental Security Income (SSI) or Social Security Survivor's Benefits
- Alimony or child support payments
- Disability benefits, including workman's compensation
- Veteran's subsistence benefits
- Interest or dividend income
- Cash withdrawn from savings, investments, trusts, and other resources which would be available to pay for a child's meals
- Other cash income

Income Exclusions: The value of any child care provided or arranged, or any amount received as payment for such child care or reimbursement for costs incurred for such care under the Child Care Development (Block Grant) Fund should not be considered as income for this program.

If you have any questions or need help in filling out the application form, please contact:

Name: Michael Herr Title: School Lunch Director

Telephone Number: 315-484-1403

2023-2024 BREAKFAST AND LUNCH PROGRAM

THIS FORM MUST BE COMPLETED FOR ALL STUDENTS

Date Withdrew _____

F _____ R _____ D _____

2023-2024 Application for Free and Reduced Price School Meals/Milk

To apply for free and reduced price meals for your children, read the instructions on the back, complete **only one** form for your household, sign your name and **return it to the address listed below**. Call **315-484-1403**, if you need help. Additional names may be listed on a separate paper.

Return Completed Applications to:

**Michael Herr, School Lunch Director
Solvay High School
600 Gertrude Ave., Solvay, NY 13209**

1. List all children in your household who attend school:

Student Name	School	Grade/Teacher	Foster Child	Homeless Migrant, Runaway
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>

2. SNAP/TANF/FDPIR Benefits:

If anyone in your household receives either SNAP, TANF or FDPIR benefits, list their name and CASE # here. **Skip to Part 4 and sign the application.**

Name: _____ CASE #: _____

3. Report all income for ALL Household Members (Skip this step if you completed step 2)

All Household Members (including yourself and all children that have income).

List all Household members not listed in Step 1 (including yourself) **even if they do not receive income**. For each Household Member listed, if they do receive income, report total income for each source in whole dollars only. If they do not receive income from any other source, write '0'. If you enter '0' or leave any fields blank, you are certifying (promising) that there is no income to report.

Name of household member	Earnings from work before deductions <i>Amount / How Often</i>	Child Support, Alimony <i>Amount / How Often</i>	Pensions, Retirement Payments <i>Amount / How Often</i>	Other Income, Social Security <i>Amount / How Often</i>	No Income
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>

Total Household Members (Children and Adults)

*Last Four Digits of Social Security Number: XXX-XX- ____ - ____

I do not
have a
SS# ☐

*When completing section 3, an adult household member must provide the last four digits of their Social Security Number (SS#) or mark the "I do not have a SS#" box before the application can be approved.

4. Signature: An adult household member must sign this application before it can be approved.

I certify (promise) that all the information on this application is true and that all income is reported. I understand that the information is being given so the school will get federal funds; the school officials may verify the information and if I purposely give false information, I may be prosecuted under applicable State and federal laws, and my children may lose meal benefits.

Signature: _____ **Date:** _____

Email Address: _____

Home Phone: _____ Work Phone: _____ Home Address: _____

5. Ethnicity and Race are optional; responding to this section does not affect your children's eligibility for free or reduced price meals.

Ethnicity: ☐ Hispanic or Latino ☐ Not Hispanic or Latino

Race (Check one or more): ☐ American Indian or Alaskan Native ☐ Asian ☐ Black or African American ☐ Native Hawaiian or Other Pacific Island ☐ White

DO NOT WRITE BELOW THIS LINE – FOR SCHOOL USE ONLY

Annual Income Conversion (Only convert when multiple income frequencies are reported on application)

Weekly X 52; Every Two Weeks (bi-weekly) X 26; Twice Per Month X 24; Monthly X 12

☐ SNAP/TANF/Foster
☐ Income Household: Total Household Income/How Often: _____ / _____ Household Size: _____
☐ Free Meals ☐ Reduced Price Meals ☐ Denied/Paid
 Signature of Reviewing Official _____ Date Notice Sent: _____

APPLICATION INSTRUCTIONS

To apply for free and reduced price meals, complete only one application for your household using the instructions below. Sign the application and return the application to Michael Herr, School Lunch Director. If you have a foster child in your household, you may include them on your application. A separate application is not needed. Call the school if you need help: 315-484-1403. Ensure that all information is provided. Failure to do so may result in denial of benefits for your child or unnecessary delay in approving your application.

PART 1 ALL HOUSEHOLDS MUST COMPLETE STUDENT INFORMATION. DO NOT FILL OUT MORE THAN ONE APPLICATION FOR YOUR HOUSEHOLD.

- (1) Print the names of the children, including foster children, for whom you are applying on one application.
- (2) List their grade and school.
- (3) Check the box to indicate a foster child living in your household, or if you believe any child meets the description for homeless, migrant, runaway (a school staff will confirm this eligibility).

PART 2 HOUSEHOLDS GETTING SNAP, TANF OR FDIPIR SHOULD COMPLETE PART 2 AND SIGN PART 4.

- (1) List a current SNAP, TANF or FDIPIR (Food Distribution Program on Indian Reservations) case number of anyone living in your household. The case number is provided on your benefit letter.
- (2) An adult household member must sign the application in PART 4. SKIP PART 3. Do not list names of household members or income if you list a SNAP case number, TANF or FDIPIR number.

PART 3 ALL OTHER HOUSEHOLDS MUST COMPLETE THESE PARTS AND ALL OF PART 4.

- (1) Write the names of everyone in your household, whether or not they get income. Include yourself, the children you are applying for, all other children, your spouse, grandparents, and other related and unrelated people **in your household**. Use another piece of paper if you need more space.
- (2) Write the amount of current income each household member receives, before taxes or anything else is taken out, and indicate where it came from, such as earnings, welfare, pensions and other income. If the current income was more or less than usual, write that person's usual income. **Specify how often this income amount is received: weekly, every other week (bi-weekly), 2 x per month, monthly. If no income, check the box.** The value of any child care provided or arranged, or any amount received as payment for such child care or reimbursement for costs incurred for such care under the Child Care and Development Block Grant, TANF and At Risk Child Care Programs should **not** be considered as income for this program.
- (3) Enter the total number of household members in the box provided. This number should include all adults and children in the household and should reflect the members listed in PART 1 and PART 3.
- (4) The application must include the last four digits only of the social security number of the adult who signs **PART 4** if Part 3 is completed. If the adult does not have a social security number, check the box. **If you listed a SNAP, TANF or FDIPIR number, a social security number is not needed.**
- (5) **An adult household member must sign the application in PART 4.**

OTHER BENEFITS: Your child may be eligible for benefits such as Medicaid or Children's Health Insurance Program (CHIP). To determine if your child is eligible, program officials need information from your free and reduced price meal application. Your written consent is required before any information may be released. Please refer to the attached parent Disclosure Letter and Consent Statement for information about other benefits.

USE OF INFORMATION STATEMENT

Use of Information Statement: The Richard B. Russell National School Lunch Act requires the information on this application. You do not have to give the information, but if you do not submit all needed information, we cannot approve your child for free or reduced price meals. You must include the last four digits of the social security number of the primary wage earner or other adult household member who signs the application. The social security number is not required when you apply on behalf of a foster child or you list a Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF) Program or Food Distribution Program on Indian Reservations (FDPIR) case number or other FDIPIR identifier for your child or when you indicate that the adult household member signing the application does not have a social security number. We will use your information to determine if your child is eligible for free or reduced price meals, and for administration and enforcement of the lunch and breakfast programs.

We may share your eligibility information with education, health, and nutrition programs to help them evaluate, fund, or determine benefits for their programs, auditors for program reviews, and law enforcement officials to help them look into violations of program rules.

DISCRIMINATION COMPLAINTS

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/ad-3027.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.



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Solvay Union Free School District
PO Box 980
Syracuse NY 13209

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