



Fullerton School District Nutrition Services

Meal Application Information

July 1, 2020

Dear parents/guardians of students in Preschool through 8TH Grade:

Meal applications are now available online for 2020-2021 school year. You can apply in the privacy and comfort of your home computer or your electronic device by visiting our website at: www.fullertonnutrition.org. For your convenience, computers are available at the District office lobby, the school sites and Nutrition Services office.

For assistance completing the online application, the District will be having an application clinic on the dates, time and location below. For more information call 714-447-7435.

In order for your child to receive FREE or REDUCED-PRICE meal benefits without interruptions, apply online at www.fullertonnutrition.org, or click on the following link to go directly to the online application, <https://rocket.fsd.k12.ca.us/fma/Default.aspx> before the school starts.

Attention:

- **Do not submit an application if you receive a Direct Certification letter after July 1, 2020**
- Online applications are for Fullerton School District **Preschool through 8th Grade ONLY**
- Families must complete a **new** application **every year** to qualify for meal benefits
- Complete **one** application per household
- Individuals with disabilities and need of assistance are encouraged to call our office at 714-447-7435
- All eligibility results will be mailed to your home within 10 calendar days
- High school applications are not accepted by our District
- We will assist everyone that needs help completing the online meal application

Thank you for helping us serve you!

Sincerely,

Michael Burns, MS, RD
Director of Nutrition Services

Application Clinic

Fullerton School District
1401 W. Valencia Drive
August 4 – August 13, 2020
8:30 a.m. – 3:30 p.m.

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Fullerton School District Nutrition Services

COVID-Meal Price Information

July 1, 2020

Dear Parents/Guardians:

Current meal prices:

	<u>Full Price</u>	<u>Reduced-Price</u>
Breakfast	\$1.80	\$0.30
Elementary Lunch	\$3.00	\$0.40
Junior High Lunch*	\$3.25	\$0.40

*Grade 6-8 Beechwood and Fisler included

Pre-payment for school meals are highly encouraged. Prepayments help and speed up meal service so students have more time to eat, socialize with friends, and play.

Cash and checks are accepted where meals are distributed curbside during meal time, and will only be accepted in pre-pay envelopes available from staff serving meals. All money in envelope will be deposited into students account and change will not be provided.

Credit card payments are accepted online at www.myschoolbucks.com and can take up to 48 hours to show in a child's account. Parents can view student's balances, meals and ala-carte purchases and set up automatic payments with www.myschoolbucks.com. There is a third party fee for making payments using this service. For more information, refer to the MySchoolBucks website.

Student Account Activity reports are available at the Nutrition Services Department for review by parents and guardians upon request.

Nutrition Services looks forward to providing healthy and nutritious school meals and snacks to our students in the new school year.

Sincerely,

Michael Burns, MS, RD
Director of Nutrition Services

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FULLERTON SCHOOL DISTRICT



MySchoolBucks is an independent company that provides online meal prepayment services for student meal accounts and is recommended by the Nutrition Services Department for the convenience and security.

Did You Know?

There is no fee to set-up an account, to view a child's meal purchases, to check balances, and to set-up an automated email notice when a child's meal account falls below a dollar amount specified.

Additional Benefits:

- Make payments securely online 24 hours-a-day, 7 days-a-week with your VISA or MasterCard.
- Credits student meal accounts within 48 business-hours of a payment being made.
- Allows parental monitoring of student meal accounts via Internet.
- Make automated payments on a schedule set by credit card holder.
- Sends automated e-mail reminders when account balances are low.

IMPORTANT INFORMATION REGARDING MYSCHOOLBUCKS.COM PAYMENT FEES

Transaction Fee Method: Pay any dollar amount up to \$120.00 per child or multiply children, and a \$2.49 transaction fee is charged.

If you have questions, contact MySchoolBucks directly at 855-832-5226, or visit www.MySchoolBucks.com

For additional payment information and MySchoolBucks access visit our Department's website at www.fullertonnutrition.org and click on the "Prepay Options" tab.

Fees subject to change with thirty day notice as published on the Nutrition Services webpage **...and don't forget, you can always make your payment directly at the school sites without incurring a fee.**

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FREQUENTLY ASKED QUESTIONS ABOUT FREE AND REDUCED PRICE SCHOOL MEALS

Dear Parent/Guardian: **2020/2021**

Children need healthy meals to learn. Fullerton School District offers healthy meals every school day. Breakfast costs \$1.80; an Elementary lunch cost is \$3.00, Junior High lunch cost is \$3.25. Your children may qualify for Free Meals or for Reduced Price Meals. Reduced price is \$0.30 for breakfast and \$0.40 for lunch. 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 **Cal Fresh (SNAP), Cal Works, the Food Distribution Program on Indian Reservations (FDPIR)** or **TANF**, 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.

FREE						REDUCED - PRICE				
ELIGIBILITY SCALE LUNCH, BREAKFAST, MILK						ELIGIBILITY SCALE LUNCH, BREAKFAST, MILK				
House-Hold Size	YEAR	MONTH	TWICE PER MONTH	EVERY TWO WEEKS	WEEK	YEAR	MONTH	TWICE PER MONTH	EVERY TWO WEEKS	WEEK
1	\$16,588	\$1,383	\$692	\$638	\$319	\$23,606	\$1,968	\$984	\$908	\$454
2	\$22,412	\$1,868	\$934	\$862	\$431	\$31,894	\$2,658	\$1,329	\$1,227	\$614
3	\$28,236	\$2,353	\$1,177	\$1,086	\$543	\$40,182	\$3,349	\$1,675	\$1,546	\$773
4	\$34,060	\$2,839	\$1,420	\$1,310	\$655	\$48,470	\$4,040	\$2,020	\$1,865	\$933
5	\$39,884	\$3,324	\$1,662	\$1,534	\$767	\$56,758	\$4,730	\$2,365	\$2,183	\$1,092
6	\$45,708	\$3,809	\$1,905	\$1,758	\$879	\$65,046	\$5,421	\$2,711	\$2,502	\$1,251
7	\$51,532	\$4,295	\$2,148	\$1,982	\$991	\$73,334	\$6,112	\$3,056	\$2,821	\$1,411
8	\$57,356	\$4,780	\$2,390	\$2,206	\$1,103	\$81,622	\$6,802	\$3,401	\$3,140	\$1,570
For each additional family member, add:	+\$5,824	+\$ 486	+\$243	+\$224	+\$112	+\$8,288	+\$691	+\$346	+\$319	+\$160

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 the Child Welfare & Attendance department (714)447-7529.
3. DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD? **No**, just fill out **one application for all students in your household at www.fullertonnutrition.org**. We cannot approve an application that is not complete, so be sure to fill out all required information. You can also go to **Nutrition Services Department at 389 W. Truslow Avenue, Fullerton, CA 92832 to fill out an online application.**
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 read the letter you received carefully and follow the instructions. If any children in your household are missing from your eligibility notification, contact the **Nutrition Services Office at (714) 447-7435** immediately to notify them.

5. CAN I APPLY FROM HOME? **Yes!** You are encouraged to complete an online application by going to **www.fullertonnutrition.org** to begin the online application process. Contact the Nutrition Services Office at (714)447-7435 if you have any questions about the online application.
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. You must complete a new application every year. You may be automatically certified by the State to receive Free Meals if you currently receive SNAP, TANF, FDIPIR or CALWORKS. If so, you will receive a Direct Certification letter from Nutrition Services.
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 fill out an online application.
8. WILL THE INFORMATION I GIVE BE CHECKED? **Yes.** We may ask you questions or confirm any information you report as income or special certification on application.
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 DISTRICT'S DECISION ABOUT MY APPLICATION? You should talk to the District's officials. You also may ask for a hearing by calling or writing to: **Robert Coghlan, Ph.D. Director of Business Services, Fullerton School District, 1401 W. Valencia Drive Fullerton, CA (714) 447-7400.**
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, do not include it. 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, or receive Family Subsistence Supplemental Allowance payments, 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? Contact the Nutrition Services Office at (714) 447-7435 to receive assistance with application.
16. MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR? To find out how to apply for CalFresh (**SNAP**) or other assistance benefits, contact Anaheim Regional Center 3320 East La Palma Avenue, Anaheim, CA 92806 714-541-4895.

If you have other questions or need help, call **714-447-7435**.

Sincerely,

Michael Burns
Director of Nutrition Services

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Fullerton School District

Nutrition Services

Meal Charge Policy

I. Purpose

Fullerton School District's goal is to provide students with healthy meals to support wellness and academic success. The District is committed to feed every student whether a child has money in their account or not. While parent/guardians are required to maintain positive meal account balance there are times a student needs a meal and is fed without money in their account. Nutrition Services graciously feeds every student who enters the meal service line but paying the unpaid account balance is the responsibility of the parent and not the District nor Nutrition Services. Unpaid charges place a financial burden on our District and Nutrition Services Department. The District is required to insure compliance with federal reporting for the USDA Child Nutrition Program and to provide oversight and accountability for the collection of outstanding student meal balance. The intent of this policy is to establish uniform meal account procedures throughout the District.

II. Policy

Students whose parent/guardian have unpaid school meal balance shall not be shamed, treated differently, or served a meal that differs from what students whose parent/guardian maintains a positive school meal balance would receive. Student account balances are the responsibility of the parents/guardians and therefore students shall not be told of any unpaid debt.

A. Students are required to take a complete breakfast and lunch.

- Complete breakfast consists of at least 3 of the following items: meat/meat alternate, grain, milk, fruit or vegetable. Students are required to take at least one fruit or vegetable.
- Complete lunch consists of at least 3 of the following different components: meat/meat alternate, grain, milk, fruit or vegetable. Students are required to take at least one fruit or vegetable.

B. Every student who enters the meal line is served a complete breakfast or lunch no matter their account balance. Paid meal charges for lunch are \$3.25 at junior high and \$3.00 at elementary schools and the breakfast price is \$1.80 at all K-8 schools. Students who qualify for reduced-price meals have a meal charge of \$.40 for lunch and \$.30 for breakfast at K-8 schools. Students who qualify for free meals receive lunch and breakfast at no charge. Meal charges are deducted from a student account balance.

C. Parent/Guardians are responsible to maintain a positive balance and to pay any negative balance that has accumulated. At the end of the year, unpaid meal balance follows the student and remains the responsibility of the parent or guardian.

D. Students with a positive meal balance are allowed to purchase a-la-carte items that consist of individually purchased milk, water, 100% juice, smart snacks, etc. Student with a negative meal balance are not allowed to purchase a-la-carte items or second meals, even with cash payments, until the account balance is paid in full.

E. School cafeterias possess computerized point of sale/cash register systems that maintain records of meals purchased, money deposited and spent. Account balance records are available by setting up an account at www.MySchool Bucks.com.

F. Parent/Guardians have three options to pay for meals. Money may be added to students' account by paying online, paying at school, or sending student with cash or check payable to Fullerton School District - Nutrition Services.

- Parent/Guardians paying online need to set up an account at www.mySchoolBucks.com. There is a user fee (not associated with Fullerton School District) for paying online, see www.MyschoolBucks.com for details.
- Parent/Guardians paying at school with cash or check may obtain a pre-payment envelope next to the lunch deposit box in the school's front office. Parents/Guardians write the information requested on the envelope, place the money in the envelope, and deposit the envelope in the lunch deposit box.
- Students paying with cash or check give the money to cafeteria staff during meal service. Nutrition Services recommends placing the cash or check in an envelope with the amount, date, student name, and ID# written on the front. Money received by students in excess of meal cost is deposited into account unless the student requests change and the cafeteria has the change available. Further details are available on our website at www.fullertonnutrition.org.

G. Nutrition Services notifies parent/guardians of the student's negative meal balance account no later than 10 days after the student's meal account has reached a negative balance. Before sending this notification to the parent/guardian, Nutrition Services attempts to directly certify the student for free or reduced-price meals. If Nutrition Services is not able to directly certify the student, Nutrition Services provides an online application by linking to <https://rocket.fsd.k12.ca.us/fma/Defaultt.aspx> or through our website at www.fullertonnutrition.org.

H. Parent/Guardians must update changes to their phone, home address, and email at the school site to assure account balance notifications are sent to the appropriate location. Students shall not be informed of their account balance in the lunch line or at school unless requested by the student.

I. Student accounts are charged the non-sufficient funds (NSF) fee of \$25 when checks written to Nutrition Services are returned by the bank.

J. Parents/Guardians have 90 days to dispute any charges they believe are invalid. After investigating the dispute Nutrition Services will make any correction if necessary. After 90 days our financial records are submitted to the state and we are unable to be make changes.

III. Financial Impact on District

Senate Bill 250 requires districts to serve a reimbursable meal to students whether money is available to pay or not. The District staunchly supports this Bill and believes that every student needs a healthy meal to perform at their highest level, however, unpaid meal balances impact District financial, personnel time, and other resources. To avoid using District resources to collect unpaid meal balances, parents/guardians are encouraged to maintain a positive student account throughout the year. Parents/Guardians are responsible to pay for their child's unpaid meals.

Sincerely,

Michael Burns, MS, RD
Director of Nutrition Services

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