



Roxbury Township Public Schools
Food Service Department
One Bryant Drive
Succasunna, NJ 07876
Tel: (973) 584-2320
Fax: (973) 584-2896

Marilyn McSpiritt MSRD
Director of Food & Nutrition
Services
Email mmcspiritt@roxbury.org

Dear Parent/Guardian:

Children need healthy meals to learn. The Roxbury BOE participates in the following Child Nutrition Programs at the prices indicated:

FULL PRICE REDUCED PRICE

Elementary \$ 3.00 Middle \$ 3.50 High \$ 3.75 Reduced Lunch \$ 0.40

School Breakfast N/A After School Snack N/A Special Milk Program N/A

Split Session Milk Program N/A

** N/A - Not Applicable*

Contact information for other food assistance programs in New Jersey are listed below:

Food Stamp Program www.njfoodstamps.org 1-800-687-9512

WIC Program www.nj.gov/health/fhs/wic 1-866-446-5942

1. Do I need to fill out an application for each child? No. Complete the application to apply for free or reduced price meals. **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 one of your children's schools.

2. Who can get free meals? Children in households getting Food Stamps or TANF and most foster children can get free meals regardless of your income. Also, your children can get free meals if your household income is within the free limits on the Federal Income Eligibility Guidelines.

How can I get health insurance for my children? New Jersey is committed to ensure that all children are enrolled in a health insurance program. Information on your meal application will be shared with NJ FamilyCare to determine if your children qualify to participate in this state insurance program. **IF YOU DO NOT WISH TO SHARE YOUR INFORMATION WITH MEDICAID OR NJ FAMILYCARE YOU MUST COMPLETE AND SIGN THE ENCLOSED INFORMATION SHARING FORM FOR MEDICAID or NJ FAMILYCARE, AND RETURN IT TO YOUR CHILD'S SCHOOL.** Contact information for NJ FamilyCare is listed below:
NJ FamilyCare www.njfamilycare.org 1-800-701-0710

3. Can homeless, runaway and migrant children get free meals? If you have not been informed that your child(ren) qualify for free meals, please call the school, homeless liaison, or migrant coordinator.

4. **Who can get reduced price meals?** Your children can get low cost meals if your household income is within the reduced price limits on the Federal Income Eligibility Guidelines.
5. **Should I fill out an application if I got a letter this school year saying my children are approved or free meals?** No, if you received a letter indicating that your child has been directly certified as being eligible for free meals, you do not need to fill out the application.
6. **I get WIC. 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.
7. **Will the information I give be checked?** Yes, we may ask you to send written proof.
8. **If I don't qualify now, may I apply later?** Yes. You may apply at any time during the school year if your household size goes up, income goes down, or if you start getting Food Stamps or TANF or other benefits. If you lose your job, your children may be able to get free or reduced price meals.
9. **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:
*Hearing Officer Name: Anthony Mistretta Address: 42 N Hillside Avenue Succasunna N J 07876
Phone Number: (973)584-6099 Ext: 5003*
10. **May I apply if someone in my household is not a U.S. citizen?** Yes. You or your child(ren) do not have to be a U.S. citizen to qualify for free or reduced price meals.
11. **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). You must include yourself and all children who live with you.
2. **What if my income is not always the same?** List the amount that you normally get. For example, if you normally get \$1000 each month, but you missed some work last month and only got \$900, put down that you get \$1000 per month. If you normally get overtime, include it, but not if you get it only sometimes.
13. **We are in the military; do we include our housing allowance as income?** If your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income. All other allowances must be included in your gross income.
If you have other questions or need help, call *Phone Number: (973)584-2320*

Sincerely,

Name *Marilyn Mc Spiritt MSRD Director of Food & Nutrition Services Roxbury Township BOE*