

LA HARPE COMMUNITY SCHOOL DISTRICT #347

2017-2018



BACK TO SCHOOL NIGHT!

La Harpe CSD #347 will host a Back to School Night Friday, August 18 from 3:00-4:00. Students may drop off their school supplies in their classrooms and meet teachers.

The Eagle Sports Boosters Annual Sports Kickoff will be held at the school with games from 4:00-7:00. Games include home run derby, volleyball serving contest, bounce house, cake walk, and numerous other smaller games. At 7:00 we will meet in the gym to announce door prize winners (must be present to win) and game winners, close the silent auction, and kick off the annual fundraiser.

The Hayloft Concessions wagon will be set up in the bus lane from 5:00-8:00 selling their famous tacos along with other menu items.

Come join the FUN!

Dear La Harpe Community,

As most of you have probably heard by now, the Illinois General Assembly recently passed a budget after going without one for 736 days. As part of this budget package, the income tax was increased to 4.95% effective July 1. Additionally, the state added an additional \$350 million to help fund schools more adequately, especially those with a higher percentage of low-income children. Another \$65 million was added to early childhood education. On this note, what you may not know is that the Generally Assembly also passed a bill (Senate Bill 1) before the end of the regular session on May 31 to change the way schools are funded in Illinois. This "Evidence-Based Model" focuses on providing those schools with dollars that need it the most to provide every child in Illinois with an adequate education. For the past 20 years or more, districts in more rural areas such as ours have had disproportionate funding compared to districts in the northern part of the state who are able to generate more local dollars, and therefore, do not rely on the state as much as rural districts. The Evidence-Based Model seeks to correct that. As of today, the status of the bill is in the air as it has not been sent to the Governor for his signature as he promises to veto it. If he does veto the bill, and the General Assembly does not override it, the additional dollars earmarked to help rural schools will not flow through as the budget that was passed stipulates that the dollars will be used in an evidence-based model. Assuming Governor Rauner does veto the bill, the General Assembly will need the votes of our local legislators (Jil Tracy and Randy Frese) to override the veto. Districts throughout Hancock County will benefit from the signing of this bill into law, including La Harpe Community School District 347. The State currently owes La Harpe schools nearly \$151,000 from last fiscal year, which ended on June 30. The budget, in addition to the passing of Senate Bill 1, will help to recoup some of those costs. If you would like to learn more about Senate Bill 1 and the Evidence-Based Model, please go to the website of "Fix the Formula Illinois" at <http://fundingilfuture.org>. Thanks, and I look forward to another great year in La Harpe Community School District 347!

Sincerely,
Dr. Ryan Olson, Superintendent

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All students, Preschool through 8th grades, will register in the school library on

Registration Day

Thurs., Aug. 3rd from 8 a.m.- 6 p.m.



New students must bring a copy of certified birth certificate, proof of immunizations, proof of residence in La Harpe district, and transfer form issued by previous school attended.

Parents will fill out student information, medical and emergency information, and dismissal procedures, and will receive a student handbook. Parents will pay book rent and fees, complete a payment plan, or complete a waiver request form. Refer to the fee schedule in the newsletter and handbook. If you receive a Letter of Direct Certification, bring it to registration. Parents who have not received a Direct Certification letter from the school are encouraged to fill out the Free and Reduced Lunch Form in this newsletter and bring it to registration to determine whether your family qualifies for this benefit. All financial information is kept confidential.

Preschool Registration: Children entering preschool this year must go through registration on Thursday, August 3rd. Children must have either qualified at the Spring Screening and received a letter stating they will be starting school in August OR have previously been in preschool in this district in order to enroll. Children enrolling in preschool for the first time must bring a current physical with current immunization record, a **certified** birth certificate, and results from a lead screening to registration. At registration, parents will sign up for a home visit on either August 22nd or 23rd.

Preschool Screening: La Harpe Preschool will be holding a screening on August 18th in the afternoon for three or four year old children **who have not been screened**. Parents may call 217-659-3713 after August 1st to set up an appointment. The screening will be held in the Pre-K room. In order to attend preschool, children **MUST** go through the screening process.

Preschool Orientation: August 22nd from 5:30-6:30 p.m.

Preschoolers will attend half day Aug 24th and 25th. The first full day is Aug 28th. Bus will begin Aug 28th.

Dear Community Members, Parents, and Students,



A new school year is fast approaching. Summer activities are winding down and thoughts of school activities enter our minds more frequently. Soon it will be time for the patter of feet down the hallways as students return for another successful year at La Harpe schools.

Summer is a rejuvenation time for students and teachers alike. Children are busy with summer time fun and family time. Hopefully, they are reading during their time off! Many teachers work on curriculum and prepare their classrooms for August. They have more time to research current teaching trends and classroom activities during the summer to help them prepare for the next class. It is a very important time for them to reflect on their previous year. Reflection is a powerful tool for the classroom teacher and us all!

Our teachers look forward to preparing our students to be the citizens that change the world!

~Lila McKeown, Principal



PHYSICAL EXAMINATIONS & IMMUNIZATIONS

Student health forms and waiver forms may be found at www.laharpeeagles.org or at the Central Office at 404 West Main Street in La Harpe. Bring completed forms with you on Registration Day.

A **PHYSICAL EXAM** is required for any student entering Kindergarten (or entering school for the first time) and 6th grade. The following immunizations are required for entrance in public school at Pre-K (or Kindergarten) and 6th grade: Diphtheria, Pertussis, Tetanus, Polio, Measles, Rubella, Mumps, Haemophilus Influenza Type B, Hepatitis B, and varicella. Pre-K students are required to have the pneumococcal conjugate vaccine. Also, students entering Pre-K, Kindergarten, or entering school for the first time, shall be screened for lead poisoning. Students in sixth grade shall show proof of having received one dose of the meningococcal vaccine. See your medical provider for more information. State law requires local districts to refuse admittance to those students who do not comply. *All students must meet the minimum immunizations or provide the physician-signed religious exemption form required by the State of Illinois by October 15th or be excluded from school until they are met.*



All students entering Kindergarten (or for the first time enrolled in Illinois) must have an **EYE EXAM**. Vision screening is not a substitute for this eye exam. This eye exam may be completed up to one year prior to the beginning of school. *Proof of eye exam or a waiver is due by October 15 of the school year.*



Children entering Kindergarten, 2nd and 6th grades are required to have a **DENTAL EXAM**. *Proof of examination by a licensed dentist or a waiver must be presented before May 15th of the school year.*

Immunizations may be obtained at the Hancock County Health Dept. in Carthage. Parents must call ahead for an appointment at (217) 357-2171. The Dental Clinic offers the oral health exams. Call the Dental Clinic for an appointment at (217)357-6984. More information on other services of the Hancock County Health Department may be found on their website at www.hancockhealth.info.

A current **SPORTS PHYSICAL** is required for any student who plans to participate in athletics. Cross Country and Baseball practices begin before school starts. Please be sure to have exams completed prior to practice.

Sports and school physicals not requiring vaccinations will be available on Registration Day from 10-Noon for \$35 provided by Eagle View Community Health System.

ARRIVAL, DISMISSAL & BUS INFORMATION

Teacher Institutes will be held on Aug. 18 and 21. The first day for students will be Aug. 22. This is a full day. The first bell will ring at 7:55 a.m. Classes will begin daily at 8:00 a.m. and dismiss at 3:00 p.m.

D STREET IS USED ONLY FOR BUSES DURING ARRIVAL & DISMISSAL .

Arrival: All K-8 students arriving at school between 7:30am and 7:45am are to go to the cafeteria. Bus routes will arrive at school 7:40am -7:45am. JH students will be allowed in the main building at 7:35am. Elementary students will be escorted from the cafeteria to the classrooms at 7:53am

Dismissal: All PK-8 students who ride the bus, are picked up, or walk will be released at the 3:00 p.m. bell. Buses leave at 3:05.

Student Pick-Up Options: Car Line Pick-Up Cars will line up on the swimming pool road. Cars will enter the north parking lot at the northwest end and leave at the southwest exit. All students picked up by a vehicle will be taken to the car line. **Walking Pick-Up** Students will be picked up at the northwest end of the building near the car line pick-up area. Teachers will supervise the pick-up procedures.

For bus information, see Jeanne Clayton at Registration or call (217)659-7739 after Registration Day.



2017 JUNIOR HIGH BASEBALL

<u>Date</u>	<u>Opponent</u>	<u>Location</u>	<u>Time</u>
8/12/17	West Central/ W Prairie	Colchester	12:00PM
8/12/17	A-Town/Mon ICS	Colchester	2:00PM
8/14/17	Carthage	Carthage	4:30
8/15/17	Monmouth ICS	La Harpe	4:30
8/17/17	Nauvoo-Colusa	La Harpe	4:30
8/21/17	Hamilton	La Harpe	4:30
8/22/17	West Prairie	La Harpe	4:30
8/24/17	Nauvoo-Colusa	Nauvoo	4:30
8/26/17	HCT	La Harpe	9:00AM
8/26/17	HCT	La Harpe	11:00AM
8/28/17	HCT	La Harpe	4 or 6 PM
8/29/17	Southeastern	La Harpe	4:30
8/30/17	Mendon/Unity	Mendon	4:30
8/31/17	West Central	Stronghurst	4:30
9/5/17	TBA	Colchester	4:30/6:30
9/6/17	TBA	Colchester	4:30/6:30
9/9/17	TBA	Colchester	10 or 12
9/12/17	Regional Quarterfinal	TBA	TBA
9/16/17	Regional Semifinal	TBA	TBA
9/18/17	Regional Championship	TBA	TBA
9/23/17	Sectional	TBA	TBA
9/29/17	State Quarterfinal	TBA	TBA
9/30/17	Semifinal/Championship	TBA	TBA

Dallas City and La Harpe athletic schedules will be available at Registration and online at laharpeeagles.org & dcbulldogs.com

2017 JUNIOR HIGH GIRLS' BASKETBALL

<u>Date</u>	<u>Opponent</u>	<u>Location</u>	<u>Time</u>
9/14/17	Nauvoo-Colusa	Nauvoo	6:00
9/18/17	West Central	La Harpe	4:00
9/18/17	Nauvoo-Colusa vs WP	La Harpe	6:30
9/19/17	West Prairie	La Harpe	4:00
9/19/17	Nauvoo-Colusa vs WC	La Harpe	6:30
9/21/17	Nauvoo-Colusa	La Harpe	4:00
9/21/17	WP vs WC	La Harpe	6:30
9/26/17	Bushnell-PC	Bushnell	6:00
9/28/17	Mendon/Unity	Mendon	6:00

FALL ATHLETICS**BASEBALL**

La Harpe/Dallas City 6th, 7th and 8th grade boys' baseball practices will begin on Monday, July 31st. Practices and games will be held on the west ball diamond in La Harpe. Practices on July 31st through August 16th will be from 10:00 a.m.-12:00 p.m.. Beginning August 18th practice will run from 3:15-5:15 p.m.

PRACTICE BUS: A shuttle bus will leave Dallas Elementary for morning practices at 9:40 a.m. Dallas students will return to Dallas Elementary after practices at approximately 12:20 p.m. Beginning August 18, practice will be from 3:15 p.m. - 5:15 p.m. with practice bus leaving DC at 3:00 p.m. and returning at approx. 5:35 p.m.

PHYSICALS: All boys participating will need a copy of current sports physical turned in to Coach Hopper at the first practice. You will not be allowed to practice if a copy of the physical is not turned in to Coach Hopper.

EQUIPMENT: Players will need to come with baseball cleats (no metal), gloves, baseball pants or sweats, and other baseball equipment as appropriate.

If parents have any questions, please feel free to contact Coach Ryan Hopper before the first practice at 217-620-6338. Assistant Coach is Peyton Porter.

CROSS COUNTRY

Dallas City / La Harpe Bulldogs Cross Country practice will begin on July 31st. Practice will begin at 5:00 p.m. and a parent meeting will be held at 6:00 p.m. A current student sport physical is required. This is a parent-run sport, so there will be no busing to practices or meets.



La Harpe School Calendar 2017-18

August 3	REGISTRATION DAY 8:00 a.m. - 6:00 p.m.
August 18	Teacher Institute - No School
August 21	Teacher Institute - No School
August 22	First Student Attendance Day - Full Day
September 4	Labor Day - No School
September 22	Full Day School Improvement Day No School
October 9	Columbus Day - No School
October 27	Parent/Teacher Conferences - No School
November 22-24	Thanksgiving Break - No School
Dec. 20	Full Day School Improvement Day No School
Dec 21- Jan. 2	Christmas Vacation - No School
January 3	School resumes - Regular day
January 15	M.L. King's Birthday - No School
February 16	Full Day School Improvement Day - No School
February 19	President's Day - No School
March 16	Teacher Institute - No School
March 23	Parent/Teacher Conferences - No School
March 29 - April 2	Spring Break - No School
April 3	School Resumes - Regular Day
April 27	Full Day School Improvement Day - No School
May 22*	Last Student Day <i>if No Emergency Days are Used*</i> Report Cards, 3:00 PM Dismissal
May 23*	Teacher Institute - No School (if no emergency days are used)
May 28	Memorial Day - No School



**For each snow day used, these dates will be moved forward.*

If all snow days are used the last student day would be May 30, & the TI day would be May 31.

<http://www.laharpeagles.org>
Central Office 217/659-7739

School Office: 217/659-3713
Fax: 217/659-7730



SCHOOL CANCELLATION OR EARLY DISMISSAL DUE TO WEATHER

School Cancellations or Early Dismissals will be announced as soon as possible in order to help parents make arrangements for their children. The following radio and TV stations will be notified: KHQA-Ch. 7, WGEM-Quincy Ch. 10, WQAD-Ch. 8, WCAZ-990AM-Carthage, KICK 97.9 FM-Keokuk, WIUM 91.3/WIUW 89.5-Macomb.

Parents may be notified by phone or email using the automated messaging system. Sign up for this service or update your information at registration.

La Harpe C.S.D. #347 2017-18 FEE SCHEDULE

TEXTBOOK RENTAL for grades K-8 _____ \$50.00

Athletic Events: Students and Senior Citizens \$2.00 Adults \$3.00

SPORTS PARTICIPATION FEES: NONE THIS SCHOOL YEAR

BREAKFAST PRICES: All Students _____ \$1.60
Adults _____ \$2.00

LUNCH PRICES: Grades PK-5 _____ \$2.25
Grades 6-8 _____ \$2.50
Adults _____ \$3.10

A LA CARTE ITEMS (second helpings) - \$0.60 Extra milk - \$0.40

PK-5TH GRADE @ \$2.25 per lunch

LUNCHES FOR AUGUST(8 DAYS) = \$ 18.00
LUNCHES FOR AUGUST & SEPTEMBER(27 DAYS)= \$ 60.75
LUNCHES THROUGH DECEMBER (79 DAYS) = \$ 177.75
LUNCHES FOR THE YEAR (170 DAYS) = \$ 382.50

MILK FOR YEAR in room **PK- 1st grade** (170 days) = \$ 68.00

6TH-8TH GRADE @ \$ 2.50 per lunch

LUNCHES FOR AUGUST(8 DAYS) = \$ 20.00
LUNCHES FOR AUGUST & SEPTEMBER(27 DAYS)= \$ 67.50
LUNCHES THROUGH DECEMBER (79 DAYS) = \$ 197.50
LUNCHES FOR THE YEAR (170 DAYS) = \$ 425.00

REDUCED LUNCHES PER DAY _____ \$.40

REDUCED BREAKFAST PER DAY _____ \$.30



BREAKFAST: Students may eat breakfast in the cafeteria every school day beginning at 7:30 a.m. The menu includes various whole grains items, a variety of juices, low fat 1% white milk, and fat free chocolate milk, fruits and vegetables. All students will be served a complete breakfast. Menus are subject to change.

LUNCH: Students who live within walking distance of school and have a note from home on file with the Principal, may be granted the privilege of going home for lunch **daily**. Extra milk and milk for those who bring their lunch will be 40¢. See lunch menus in this newsletter.

SAVE THESE ITEMS



The Elementary School participates in label saving programs throughout the year and receives reimbursement for them. We really appreciate your participation. This year we are saving the following items:

General Mills Box Tops for Education


UPCs and beverage caps from participating Campbell's products

As you save these items, students may bring them to their classroom teachers.

August 2017 Lunch Menu

Sun	Mon	Tue	Wed	Thu	Fri	Sat
20	21 	22 Hamburger, Romaine lettuce, tomatoes, corn, relish tray, fruit, milk	23 Corn dog, baked beans, Romaine lettuce, relish tray, fruit, milk	24 Chicken nuggets, potatoes, Romaine lettuce, relish tray, fruit, milk	25 Tuna or peanut butter & jelly sandwich, peas, Romaine lettuce, relish tray, fruit,	26
27	28 Grilled chicken, tomatoes, Romaine lettuce, baked beans, relish tray, fruit, milk	29 Salisbury steak, potatoes, bread stick, Romaine lettuce, relish tray, fruit, milk	30 Beef & bean burrito, salsa, Romaine lettuce, sour cream, relish tray, fruit, milk	31 Sloppy Joe, broccoli, Romaine lettuce, relish tray, fruit, milk		

September 2017 Lunch Menu

Sun	Mon	Tue	Wed	Thu	Fri	Sat
All lunches include 1% white milk or fat free chocolate milk. Breakfast is served daily. MENU IS SUBJECT TO CHANGE		This institution is an equal opportunity provider. Persons who believe they have been discriminated against in any USDA-related activity may be advised to write: USDA Director, Office of Adjudication 1400 Independence Ave. SW Washington, D.C. 20250-9410 or call toll free (866)632-9992 (Voice). Individuals who are hearing impaired or have speech disabilities may contact USDA through the Federal Relay Service at (800)877-8339 or (800)845-6136 (Spanish).			1 Grilled cheese, peas, Romaine lettuce, relish tray, fruit, milk	2
3	4  LABOR DAY NO SCHOOL	5 Steam burger, tomatoes, Romaine lettuce, peas, relish tray, fruit, milk	6 Taco w/ meat sauce, Romaine lettuce, cheese, salsa, tomatoes, sour cream, relish tray, fruit, milk	7 Chicken and noodles, potatoes, bread stick, Romaine lettuce, relish tray, fruit, milk	8 Calzones, marinara sauce, Romaine lettuce, relish tray, fruit, milk	9
10	11 Breaded chicken patty, sliced tomatoes, Romaine lettuce, relish tray, fruit, milk	12 Goulash, peas, Romaine lettuce, relish tray, garlic bread, fruit, milk	13 Hot dog, baked beans, Romaine lettuce, relish tray, fruit, milk	14 Pizza burger, corn, Romaine lettuce, relish tray, fruit, milk	15 Tuna or peanut butter & jelly sandwich, green beans, Romaine lettuce, relish tray, fruit, milk	16
17	18 Barbecue Rib, baked beans, Romaine lettuce, relish tray, fruit, milk	19 Quesadilla, Romaine lettuce, sour cream, salsa, tomatoes, relish tray, fruit, milk	20 Toasted ravioli, marinara sauce, corn, Romaine lettuce, relish tray, fruit, milk	21 Pizza, peas, Romaine lettuce, fruit, relish tray, milk	22 FULL DAY SIP-NO SCHOOL	23
24	25 Breaded Tenderloin, potatoes, Romaine lettuce, relish tray, fruit, milk	26 Spaghetti with meat sauce, salad, garlic stick, Romaine lettuce, relish tray, fruit, milk	27 Corn dog, baked beans, Romaine lettuce, relish tray, fruit, milk	28 Pizza Bites, green beans, Romaine lettuce, relish tray, fruit, milk	29 Bosco Stick, marinara sauce, Romaine lettuce, relish tray, fruit, milk	30

August 2017

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	July 31 Baseball practice begins Cross Country practice begins	Aug 1	2	3REGISTRATION DAY 8:00 am-6:00 pm in the Library	4	5
6	7	8	9	10	11	12 JH BB SVC Showcase @ Colchester 12pm/2pm LVTM 10:15
13	14 JH Boys BB @ Carthage 4:30 LVTM 2:55	15 JH Boys BB Monmouth ICS@LH 4:30 <i>School Board Meeting 7:00pm</i>	16	17 JH Boys BB Nauvoo-Colusa @ LH 4:30	18 Teacher Institute Day Pre-K Screening Back to School Night & Sports Kick-off 3:00-8:00	19
20	21 Teacher Institute Day JH Boys BB Hamilton @ LH 4:30	22 FIRST DAY OF SCHOOL JH Boys BB WP@ LH 4:30 <i>PK Orientation Night 5:30-6:30</i>	23	24 JH Boys BB @Nauvoo 4:30 LVTM 2:55	25	26JH BB HCT @LH 9am/11am
27	28 JH Boys BB HCT @LH 4:00 or 6:00 pm TBA	29 JH Boys BB Southeastern @LH 4:30	30 JH Boys BB @ Mendon 4:30 LVTM 2:25	31 JH Boys BB @ Stronghurst 4:30 LVTM 3:15		

September 2017

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4 NO SCHOOL LABOR DAY	5 <i>JH Girls BB practice begins</i> Parent Meeting 5:00 JH Boys BB WP Tourn. @ Colchester 4:30/6:30 Lv3:10	6 JH Boys BB West Prairie Tourn. @ Colchester (if no game Tues) 4:30/6:30 Lv3:10	7	8 Fall Pictures	9 JH Boys BB West Prairie Tourn. @Colchester 10:00 or 12:00 LVTM 8:40
10	11	12 JH Boys BB Regionals TBD	13	14 <i>7/8 Girls BB @ Nauvoo 6:00</i> LVTM 4:40	15 Mid Term	16 JH Boys BB Regionals TBD
17	18 JH BB Regionals TBA <i>7/8 Girls BB LH/DC Tourn. @ LH vs WC 4:00, Nauvoo vs. WP 6:30</i>	19 <i>7/8 Grade Girls BB LH/DC Tourn @ LH vs WP 4:00</i> <i>Nauvoo vs WC 6:30</i> School Board Meets 7:00pm	20	21 Mid Terms 7/8 Girls BB LH/DC Tourn @ LH vs Nauvoo-Colusa 4:00, WP vs WC 6:30	22 No School Full Day School Improvement	23 JH Boys BB Sectional TBA
24	25	26 <i>7/8 Girls BB @ Bushnell 6:00</i> LVTM 4:45 CC @ Macomb	27	28 <i>7/8 Girls BB @ Mendon 6:00</i> LVTM 4:10	29 JHBB State Tourney TBA	30 JHBB State Tourney TBA

Dear Parent/Guardian:

Children need healthy meals to learn. **La Harpe School** offers healthy meals every school day. Breakfast costs **\$1.60**; lunch costs **\$2.25 (PK-5th)**, **\$2.50 (6th-8th)**. Your children may qualify for free meals or for reduced price meals. Reduced price is **\$.30** for breakfast and **\$.40** for lunch. To apply for free or reduced-price meals, use the Household Eligibility Application, which is enclosed. We cannot approve an application that is not complete, so be sure to fill out all required information. Return the completed application to **Jeanne Clayton, District Secretary, Central Office, 404 West Main St. La Harpe, IL 61450**. Your children may qualify for free or reduced price meals if your household income falls at or below the limits on this chart.

Federal Income Eligibility Guidelines (Effective from July 1, 2017, to June 30, 2018)					
Household Size	Reduced-Price Meals (185% Federal Poverty Guideline)				
	Annual	Monthly	Twice Per Month	Every Two Weeks	Weekly
1	22,311	1,860	930	859	430
2	30,044	2,504	1,252	1,156	578
3	37,777	3,149	1,575	1,453	727
4	45,510	3,793	1,897	1,751	876
5	53,243	4,437	2,219	2,048	1,024
6	60,976	5,082	2,541	2,346	1,173
7	68,709	5,726	2,863	2,643	1,322
8	76,442	6,371	3,186	2,941	1,471
For each additional family member, add	7,733	645	323	298	149

- 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 Household Eligibility Application for all students in your household per district. We cannot approve an application that is not complete, so be sure to fill out all required information. Return the completed application to the school.
- WHO CAN GET FREE MEALS? All children in households receiving benefits from Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF) and/or are foster children that are under the legal responsibility of a foster care agency or court are eligible for free meals regardless of your income. Also, your children can get free meals if your household's gross income is within the free limits on the Federal Income Eligibility Guidelines. Children who meet the definition of homeless, runaway, or migrant also qualify for free meals. If you haven't been told your children will get free meals, please contact your school to see if your child(ren) qualifies.
- 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 Eligibility Income Chart, shown above.
- A MEMBER OF MY HOUSEHOLD RECEIVED SNAP OR TANF BENEFITS. THE SCHOOL SENT A LETTER STATING THAT MY CHILD IS AUTOMATICALLY APPROVED FOR FREE MEALS BASED ON DIRECT CERTIFICATION. DO I NEED TO DO ANYTHING MORE TO ENSURE THAT MY CHILD RECIEVES FREE MEALS? No. You do not need to do anything more to receive free meals for your child. If you have students not listed on the letter, contact the school immediately. If you do not wish to receive the free meals, you should follow the steps outlined in the letter from the school to notify school personnel immediately.
- 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 contact your school.
- 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 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.
- 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 the enclosed application.
- Will the information I give be checked? Yes. We may also ask you to send written proof.
- 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.
- 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 the person listed above.
- 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 U.S. citizens to qualify for free or reduced price meals.
- 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.
- 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.
- 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.
- 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.
- My family needs more help. Are there other programs we might apply for? To find out how to apply for SNAP, TANF or other assistance benefits, contact your local Department of Human Services office or call (800) 843-6154 (voice) or (800) 447-6404 (TTY).

Sincerely, *Jeanne Clayton*

INSTRUCTIONS FOR APPLYING – COMPLETE ONE APPLICATION PER HOUSEHOLD PER SCHOOL DISTRICT

IF YOUR HOUSEHOLD RECEIVES SNAP OR TANF BENEFITS, FOLLOW THESE INSTRUCTIONS AND RETURN THE COMPLETED FORM TO YOUR SCHOOL:

Part 1: List all household members, school and grade for each student, and a SNAP or TANF case number for any household member including adults receiving such benefits. (Attach another sheet of paper if necessary.)

Part 2: Skip this part.

Part 3: Skip this part.

Part 4: Sign the form. (The last four digits of a Social Security Number are not necessary.)

Part 5, 6, 7: Contact Information, Children's Racial and Ethnic Identities, and *All Kids* Information: Answer these questions if you choose to. (Optional)

IF NO ONE IN YOUR HOUSEHOLD GETS SNAP OR TANF BENEFITS AND IF ANY CHILD IN YOUR HOUSEHOLD IS HOMELESS, A MIGRANT OR RUNAWAY OR HEAD START/EVEN START, FOLLOW THESE INSTRUCTION AND RETURN THE COMPLETE FORM TO YOUR SCHOOL:

Part 1: List all household members and the name of school for each child.

Part 2: If any child you are applying for is homeless, migrant, or a runaway check the appropriate box and call your school.

Part 3: Complete only if a child in your household isn't eligible under Part 2. See instructions for All Other Households.

Part 4: Sign the form. Only if part 3 is completed, please include the last four digits of a Social Security Number, (or mark the box if s/he doesn't have one).

Part 5, 6, 7: Contact Information, Children's Racial and Ethnic Identities, and *All Kids* Information: Answer these questions if you choose to. (Optional)

IF YOU ARE APPLYING FOR A FOSTER CHILD, FOLLOW THESE INSTRUCTIONS AND RETURN THE COMPLETED FORM TO YOUR SCHOOL:

If all children in the household are foster children that are the legal responsibility of a foster care agency or court:

Part 1: List all foster children and the school name for each child. Check the "Foster Child" box for each foster child.

Part 2: Skip this part.

Part 3: Skip this part.

Part 4: Sign the form. The last four digits of a Social Security Number are not necessary.

Part 5, 6, 7: Contact Information, Children's Racial and Ethnic Identities, and *All Kids* Information: Answer these questions if you choose to. (Optional)

If some of the children in the household are foster children that are the legal responsibility of a foster care agency or court:

Part 1: List all household members and the name of school for each child. Check the "Foster Child" box for each foster child.

Part 2: If any child you are applying for is homeless, migrant, or a runaway check the appropriate box and call your school.

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

- **Box 1–Name:** List all household members with income.
- **Box 2 –Gross Income and How Often It Was Received:** For each household member, list each type of income received for the month. You must tell us how often the money is received—weekly, every other week, twice a month or monthly. For earnings, be sure to list the gross income, not the take-home pay. Gross income is the amount earned before taxes and other deductions. You should be able to find it on your pay stub or your boss can tell you. For other income, list the amount each person got for the month from welfare, child support, alimony, pensions, retirement, Social Security, Supplemental Security Income (SSI), Veteran's benefits (VA benefits), and disability benefits. Under All Other Income, list Worker's Compensation, unemployment or strike benefits, regular contributions from people who do not live in your household, and any other income. Do not include income from SNAP, FDPIR, WIC, Federal education benefits and foster payments received by the family from the placing agency. For ONLY the self-employed, under Earnings from Work, report income after expenses. This is for your business, farm, or rental property. If you are in the Military Privatized Housing Initiative or get combat pay, do not include these allowances as income.

Part 4: Adult household member must sign the form and list the last four digits of their Social Security Number (or mark the box if s/he doesn't have one).

Part 5, 6, 7: Contact Information, Children's Racial and Ethnic Identities, and *All Kids* Information: Answer these questions if you choose to. (Optional)

ALL OTHER HOUSEHOLDS INCLUDING WIC HOUSEHOLDS, FOLLOW THESE INSTRUCTIONS:

Part 1: List all household members and the name of school for each child.

Part 2: If any child you are applying for is homeless, migrant, or a runaway check the appropriate box and call your school.

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

- **Box 1–Name:** List all household members with income.
- **Box 2 –Gross Income and How Often It Was Received:** For each household member, list each type of income received for the month. You must tell us how often the money is received—weekly, every other week, twice a month or monthly. For earnings, be sure to list the gross income, not the take-home pay. Gross income is the amount earned before taxes and other deductions. You should be able to find it on your pay stub or your boss can tell you. For other income, list the amount each person got for the month from welfare, child support, alimony, pensions, retirement, Social Security, Supplemental Security Income (SSI), Veteran's benefits (VA benefits), and disability benefits. Under All Other Income, list Worker's Compensation, unemployment or strike benefits, regular contributions from people who do not live in your household, and any other income. Do not include income from SNAP, FDPIR, WIC, Federal education benefits and foster payments received by the family from the placing agency. For ONLY the self-employed, under Earnings from Work, report income after expenses. This is for your business, farm, or rental property. Do not include income from SNAP, FDPIR, WIC or Federal education benefits. If you are in the Military Privatized Housing Initiative or get combat pay, do not include these allowances as income.

Part 4: Adult household member must sign the form and list the last four digits of their Social Security Number (or mark the box if s/he doesn't have one).

Part 5, 6, 7: Contact Information, Children's Racial and Ethnic Identities, and *All Kids* Information: Answer these questions if you choose to. (Optional)

Privacy Act Statement: **This explains how we will use the information you give us.** 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, 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 adult household member who signs the application. The last four digits of 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 FDPIR 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.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English. To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter 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; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov. This institution is an equal opportunity provider. ISBE 68-03 NSSTAP Application Instructions (6/17)

1. All Household Members (Attach another sheet of paper if necessary.)

Check if Error Prone Application

NAMES OF ALL HOUSEHOLD MEMBERS First, Middle Initial, Last	(for Student only) School Name	(for Student only) Grade	SNAP OR TANF CASE NUMBER Skip to Part 4 if you list a SNAP or TANF case number. At least one SNAP/TANF must be provided below.										Check if Foster Child*		
			1	2	3	4	5	6	7	8	9	10			

* A foster child is the legal responsibility of a welfare agency or court.

2. Homeless, Migrant, Runaway, or Head Start (Categorically eligible)

Homeless Migrant Runaway Head Start

Signature of Your School Homeless Liaison, Migrant Coordinator, or Head Start Director _____

Date _____

3. Total Household Gross Income (before deductions) You must tell us how much and how often.

A. NAMES (LIST ALL HOUSEHOLD MEMBERS WITH INCOME)	GROSS INCOME AND HOW OFTEN IT WAS RECEIVED (Example: \$100/month; \$100 /twice a month; \$100/very other week; \$100/week)							
	Earnings From Work (Before Deductions)		Welfare, Child Support, Alimony		Pensions, Retirement, Social Security		Worker's Comp., Unemployment, SSI, etc. (All other income)	
	B. Amount	How often?	C. Amount	How often?	D. Amount	How often?	E. Amount	How often?
i.	\$		\$		\$		\$	
ii.	\$		\$		\$		\$	
iii.	\$		\$		\$		\$	
iv.	\$		\$		\$		\$	
v.	\$		\$		\$		\$	

4. Signature and Social Security Number (Adult must sign)

An adult household member must sign the application. If Part 3 is completed, the adult signing the form must also list the last four digits of his or her social security number or mark the *I do not have a social security number* box.

 X X X X - X X - _____
Social Security Number

I do not have a social security number.

I certify (promise) all information on this application is true and all income is reported. I understand the school will get Federal funds based on the information I give. I understand school officials may verify (check) the information. I understand if I purposely give false information, my children may lose meal benefits and I may be prosecuted.

Date _____

Printed Name of Adult Household Member _____

Signature of Adult Household Member _____

5. Contact Information (Optional)

Work Telephone Number (Include Area Code) _____

Home Telephone Number (Include Area Code) _____

Home Address (Number, Street, City, State, Zip Code) _____

6. Children's Racial and Ethnic Identities (Optional)

Mark one ethnic identity:

- Hispanic/Latino
- Not Hispanic/Latino

Mark one or more racial identities:

- Asian
- White
- Black or African American
- American Indian or Alaska Native

Native Hawaiian or Other Pacific Islander

7. Sharing Application Information With All Kids—All Kids program is a complete healthcare program for every child in Illinois.

No I DO NOT want information from my Household Eligibility Application shared with All Kids.

Sign here: _____

THE FOLLOWING SECTIONS ARE FOR SCHOOL USE ONLY

INITIAL DETERMINATION

TOTAL INCOME \$ _____ Per: Week Every 2 Weeks Twice a Month Month Year NUMBER IN HOUSEHOLD: _____ CHANGE IN STATUS: _____ Date _____

LEAs must annualize income only when multiple incomes, at varying frequencies, are reported.

Annual Income Conversion Weekly X 52 Every 2 Weeks X 26 Twice a Month X 24 Once a Month X 12

Free based on:

- homeless
- migrant
- runaway
- Head Start

- SNAP or TANF
- foster child
- household's income

- Reduced based on:
 - household's income

- Denied—Reason:
 - income too high
 - incomplete application
 - Non-qualifying SNAP/TANF

Date Withdrawn: _____

Signature of Determining Official _____

Date: _____