

An Equal Opportunity Employer



# Hancock Public School

**“A 2019 National Blue Ribbon School”**

Independent School District No. 768  
371 Hancock Avenue  
PO Box 367  
Hancock, MN 56244-0367  
Phone (320)392-5621 Fax (320)392-5156



Tim Pahl  
K-12 Principal

Paul Carlson  
Superintendent of Schools

Chad Christianson  
Athletic Director

Dear Parent/Guardian:

Free and reduced price lunches have been around for many years. The program is designed to help families whose income is below federal guidelines. Only one confidential school employee knows who qualifies, and as a confidential employee that person does not share this information with anyone else. Our “ticket taking” process provides absolutely no clues as to which children are free, reduced-price, or full-price meals. Every child is issued the same type of lunch code in our computerized system. None of the teachers, cooks, lunchroom supervisors, nor the students know who receives free, reduced-priced or full price lunches.

The qualifying families are not the only ones who benefit from the Department of Agriculture program. Many state and federally funded programs use the percentage of students qualifying for free/reduced lunches in their funding formulas to determine how much they will provide each school. In other words, the greater the percentage of Hancock students who qualify for free/reduced price lunch, funding for such programs as Federal Title I, Career and Technical Education programs, and the Minnesota State Compensatory/Basic Skills revenue is increased. If a family qualifies for free/reduced meals but chooses not to participate and pays for their own meals, their numbers still count when it comes to those funding formulas.

**Please note that the school will be charging for lunch again. It is important all families eligible for free & reduced lunch complete the application that you will be receiving in the mail.**

Parents, **please** consider filling out and submitting the free/reduced price lunch application, even if you plan to pay for your child’s meals. As noted above, **by filling out a qualifying application, it will help generate additional dollars for school programs for which many students can benefit.**

Sincerely,

Megan Galarneau  
Business Manager

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Our school provides healthy meals each day.

K – 3	\$2.25 / meal - \$45 for 20 meals
4 – 12	\$2.50 / meal - \$50 for 20 meals
Adult	\$3.85* / meal - \$77 for 20 meals
<b>Extra Milk</b>	\$ .40 / carton - \$68.80 for the year

Your children may qualify for free or reduced-price school meals. To apply, complete the enclosed Application for Educational Benefits following the instructions. **A new application must be submitted each year.** At public schools, your application also helps the school qualify for education funds and discounts.

State funds help to pay for reduced-price school meals, so all students who are approved for either free or reduced-price school meals will receive school meals at no charge. State funds also help to pay for breakfasts for kindergarten students, so all participating kindergarten students receive breakfasts at no charge.

**Who can get free school meals?** Children in households participating in the Supplemental Nutrition Assistance Program (SNAP), Minnesota Family Investment Program (MFIP) or Food Distribution Program on Indian Reservations (FDPIR), and foster, homeless, migrant and runaway children can get free school meals without reporting household income. Alternatively, children can get free school meals if their household income is within the maximum income shown for their household size on the instructions.

To apply for free school meals, please complete the Application for Educational Benefits form.

#### COMMON QUESTIONS:

**I get WIC or Medical Assistance. Can my children get free school meals?** Children in households participating in WIC or Medical Assistance do not automatically qualify for free meals. Children may be eligible for free or reduced-price school meals depending on other household financial information. Please fill out an application.

**Who should I include as household members?** Include yourself and all other people living in the household, related or not (such as grandparents, other relatives, or friends).

**May I apply if someone in my household is not a U.S. citizen?** Yes. You or your children do not have to be U.S. citizens for your children to qualify for free or reduced-price school meals.

**What if my income is not always the same?** List the amount that you normally get. If you normally get overtime, include it, but not if you get overtime only sometimes. For seasonal work, write in the total annual income.

**Will the income information or case number I give be checked?** It may be. We may also ask you to send written proof.

**How will the information be kept?** Information you provide on the form, and your child's approval for meal benefits, will be protected as private data. For more information, see the back page of the Application for Educational Benefits.

**If I don't qualify now, may I apply later?** Yes. Please complete an application at any time if your income goes down, your household size goes up, or you start getting SNAP, MFIP or FDPIR benefits.

Please provide the information requested about children's racial identity and ethnicity, which helps to make sure we are fully serving our community. This information is not required for approval of school meal benefits.

If you have other questions or need help, call (320) 392-5621.

## How to Complete the Application for Educational Benefits

Complete the Application for Educational Benefits form for school year 2022-23 if any of the following applies to your household:

- Any household member currently participates in the Minnesota Family Investment Program (MFIP), or the Supplemental Nutrition Assistance Program (SNAP), or the Food Distribution Program on Indian Reservations (FDPIR) or
- The household includes one or more foster children (a welfare agency or court has legal responsibility for the child) or
- The total income of household members is within the guidelines shown below (**gross earnings before deductions**, not take-home pay). Do not include as income: foster care payments, federal education benefits, MFIP payments, or value of assistance received from SNAP, WIC, or FDPIR. Military: Do not include combat pay or assistance from the Military Privatized Housing Initiative. The income guidelines are effective from July 1, 2022 through June 30, 2023.

### Maximum Total Income

Household size	\$ Per Year	\$ Per Month	\$ Twice Per Month	\$ Per 2 Weeks	\$ Per Week
1	25,142	2,096	1,048	967	484
2	33,874	2,823	1,412	1,303	652
3	42,606	3,551	1,776	1,639	820
4	51,338	4,279	2,140	1,975	988
5	60,070	5,006	2,503	2,311	1,156
6	68,802	5,734	2,867	2,647	1,324
7	77,534	6,462	3,231	2,983	1,492
8	86,266	7,189	3,595	3,318	1,659
Add for each additional person	8,732	728	364	336	168

#### Step 1: Children

List all infants and children in the household, their school and grade if applicable, and birthdate. Attach an additional page if needed to list all children. Check the box if a child is in foster care (a welfare agency or court has legal responsibility for the child).

#### Step 2: Case Number

If any household member currently participates in SNAP, MFIP or FDPIR, write in the case number and then go to Step 4. If you do not participate in any of these programs, leave Step 2 blank and continue on to Step 3.

#### Step 3: Adult and Child Incomes / Last 4 Digits of Social Security Number

**Gross Earnings from Work.** This is usually the money received from working at jobs where a paycheck is received. For each income, check the box to show how often the income is received: weekly, bi-weekly, twice per month, or monthly.

**Any Other Gross Income.** List gross incomes before deductions from all other sources, such as SSI, unemployment, child support, public assistance, social security, rental income or annuities.

#### Step 4: Signature and Contact Information

An adult household member must sign the form. If you do not want your information to be shared with Minnesota Health Care Programs, check the "Don't share" box in Step 4.

**Optional:** Please provide the information on ethnicity and race that is requested on the second page of the form. This information is not required and does not affect approval for school meal benefits. The information helps to ensure we are meeting civil rights requirements and fully serving our community.