

RIVERSIDE | BROOKFIELD HIGH SCHOOL

DISTRICT 208
160 RIDGEWOOD ROAD
RIVERSIDE, ILLINOIS 60546-2408

TEL: 708.442.7500
FAX: 708.442.7840

July, 2011

Re: **Free Meals/Waiver of Fees or Reduced Lunch for Qualifying Students**

Dear Parent or Guardian:

Enclosed is an application for *free meals/waiver of fees or reduced lunch*. Please complete the form attached to this letter and return it to the Assistant Principals' Office before August 17, 2011, along with the **last two consecutive check stubs for any wage earner in the household as well as proof of any other income or proof of TANF**. Any income listed on the application must be verified. We cannot process an application that is not complete. Below are the income guidelines (based on **gross** amounts - not net amounts). Please call Mrs. Presta at (708) 442-8303 with questions.

Free Meals Guideline						Reduced Lunch Guideline					
Household Size	Annual	Monthly	Twice Per Month	Every Two Weeks	Weekly	Household Size	Annual	Monthly	Twice Per Month	Every Two Weeks	Weekly
1	14,157	1,180	590	545	273	1	20,147	1,679	840	775	388
2	19,123	1,594	797	736	368	2	27,214	2,268	1,134	1,047	524
3	24,089	2,008	1,004	927	464	3	34,281	2,857	1,429	1,319	660
4	29,055	2,422	1,211	1,118	559	4	41,348	3,446	1,723	1,591	796
5	34,021	2,836	1,418	1,309	655	5	48,415	4,035	2,018	1,863	932
6	38,987	3,249	1,625	1,500	750	6	55,482	4,624	2,312	2,134	1,067
7	43,953	3,663	1,832	1,691	846	7	62,549	5,213	2,607	2,406	1,203
8	48,919	4,077	2,039	1,882	941	8	69,616	5,802	2,901	2,678	1,339
For each add'l family member, add	4,966	414	207	191	96	For each Add'l family member, add	7,067	589	295	272	136

OTHER INFORMATION:

- VERIFICATION: Your eligibility may be verified by school officials at any time during the school year.
- FAIR HEARING: You may talk to school officials if you do not agree with the school's decision on your application. You also may ask for a fair hearing by calling or writing **Mr. Tim McGinnis, Interim CFO**, RBHS, 160 Ridgewood Road, Riverside, IL 60546, phone (708) 442-8255.
- REPORTING CHANGES: If your child is approved for free meals, you must notify the school if your household size decreases or your income increases by more than \$50 per month or \$600 per year. If a food stamps/TANF number is listed, you must tell the school when food stamps/TANF is discontinued.
- CONFIDENTIALITY: School officials use the information on the application only to decide if your child(ren) should receive free meals. Parent or legal guardian signature is required on the application to allow school officials to use the information for other services such as free textbooks.
- REAPPLICATION: You may apply for free meals anytime during the school year. If you are ineligible now but your household income decreases or household size increases, or a wage earner becomes unemployed later, submit an application then.

Riverside Brookfield High School's Free Meals/Waiver of Fees or Reduced Lunch Program does not discriminate against any child because of race, gender, color, national origin, age, or handicap. You will be notified of our decision by letter via United States mail. Should you have any additional questions or comments, please call **Mr. Tim McGinnis, Interim CFO**, at 708-442-8255.

Sincerely,

Dr. Kevin Skinkis
Superintendent