

## EAST SAC COUNTY ANNUAL NOTICES

### Anti Bullying and Harassment Policy 106

The East Sac County Community School District's Anti-Bullying and Harassment Policy is available at the district office located at 801 Jackson Street, Lake View, Iowa. The Anti-Bullying and Harassment Policy is also available in the Student-Parent Handbook.

### Video Camera Notice

The East Sac County CSD Board of Education has authorized the use of video cameras on their school buses. The video cameras will be used to monitor student behavior, to maintain order on the school buses and to promote and maintain a safe environment.

Students and parents are hereby notified that the content of the video taped may be used in a student disciplinary proceeding.

The content of the videotapes are confidential student records and will be retained with other student records.

Videotapes will only be retained if necessary for use in a student disciplinary proceeding involving their child.

Video cameras are also used at and in East Sac County High School, East Sac County Middle School, and at East Sac County Elementary School. Content of the videotapes may be used in a student disciplinary proceeding.

### Sexual Harassment/Sexual Abuse Reporting

The East Sac County CSD Boards, in matters over which they have jurisdiction, will not tolerate sexual harassment.

Sexual harassment by board members, administrators, certified and support personnel, students, vendors, and any others having a business or other contact with East Sac County is prohibited.

Persons found in violation of this policy will be subject to discipline, including, but not limited to reprimand, probations, demotion, suspension, termination, or other sanctions as determined appropriate by the board and board policy.

To be in compliance with Iowa Code 280.17, East Sac County has appointed Level I student abuse investigators and alternates.

If a school district employee or a member of the school district community believes a student has suffered physical or sexual abuse by a school district employee in a school-related context, a complaint or allegation may be filed with the counselors Megan Dooley at 665-5001, Samantha Sadler at 662-3259 or principals Kevin Litterer at 665-5001, Denny Olhausen at 662-3259, or Becky Halbur at 662-7200.

### Free and Reduced Hot Lunches

If your family income is reduced, you may qualify for free or reduced meals. Contact Jennifer Carlisle or Donita Mork at 712-665-5000 or 877-665-5001 to answer your questions or to assist you in filling out the necessary application.

### Annual Notice of Policy No. 506.1E9 – Family Educational Rights and Privacy Act

The Family Education Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. They are:

- 1) The right to inspect and review the student's education records within 45 days of the day the district received a request for access.

Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

- 2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading or in violation of the student's privacy rights.

Parents or eligible students may ask the school district to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the district decides not to amend the record as requested by the parent or eligible student, the district will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

- 3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent the FERPA authorized disclosure without consent.

One exception that permits disclosure without consent is disclosure to school officials with legitimate education interests. A school official is a person employed by the district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the district has contracted to perform a special task (such as an attorney, auditor, AEA employees, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee or student assistance team, or assisting another school official in performing his or her task.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

### **Military Recruitment**

The No Child Left Behind Act of 2001 (section 9528) requires that the high school must provide military recruiters access to student names, address, and telephone listings. Parents or students may request this information not be provided without written parental/guardian consent and districts must comply with all such requests.

### **Open Enrollment**

Parents and guardians considering the use of the open enrollment option to enroll their child or children in another public school district in the state of Iowa should be aware of the following dates:

- **March 1** - Last date for regular open enrollment requests for the next school year.
- **September 1** - Last date for open enrollment requests for entering Kindergarten and Preschool students for the current school year.
- Parents who have good cause as defined by law for failing to meet the March 1<sup>st</sup> deadline may make an open enrollment request.

The parent/guardian is required to indicate on the form if the request is for a pupil requiring special education, as provided by Iowa Code chapter 256B.

Parents/guardians of open enrolled students whose income falls below 60% of the federal poverty guidelines are eligible for transportation assistance. This may be in the form of actual transportation or in the form of a cash stipend.

Parents should be aware that open enrollment may result in the loss of athletic eligibility.

For further details, contact the Superintendent's office.

### **Asbestos**

To: Parents and Employees  
Re: The Presence of Asbestos Within District Buildings  
Date: 7/2008

The Institute for Environmental Assessment was requested by the East Sac County Schools to review and prepare an asbestos management plan identifying the presence of asbestos within the district's school buildings. The Institute's federally certified inspectors, planners, public health and engineering consultants worked in conjunction with school

administrative personnel to identify asbestos-containing building products. In addition, the Institute for Environmental Assessment has performed a re-inspection as required by the AHERA regulations. Asbestos is a mineral fiber associated with increased levels of disease when inhaled. The risk rating procedures which the Institute used in commenting on the asbestos were developed in conjunction with national experts in the area of industrial medicine, toxicology, industrial hygiene and engineering. After reviewing the characteristics of the districts' buildings during the Re-inspection, we prepared an updated management plan for each building, a copy of which is maintained along with the initial plan at the district's central office and also in the office for each major building describing the asbestos plan and the intended response.

Asbestos is dangerous only when it is broken loose from building material into fine, dust-like fibers and inhaled. The district is free of dangerous asbestos at this time.

The district implemented its management plan and has been conducting a six-month periodic surveillance of all asbestos-containing building materials. This periodic surveillance and the re-inspection are conducted to provide a continuous assessment to assure safety conscious management of asbestos-containing materials.

The detailed plan and updated information for each building is open to public review. If you have any questions or comments, please contact Steve Nuetzman, Director of Building/Grounds, at 665-5000; he also serves as East Sac County CSD Asbestos Program Manager.

### **Notice of Nondiscrimination**

The East Sac County CSD offers career and technical programs in the following areas of study:

- Agricultural
- Business
- Family & Consumer Science
- Industrial Technology

It is the policy of the East Sac County CSD not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy, please contact

Megan Dooley Equity Coordinator  
East Sac County CSD  
801 Jackson  
Lake View, IA 51450  
712-665-5001  
mdooley@eastsac.k12.ia.us

### **Use of Directory Information**

The following information may be released to the public in regard to any individual student of the school district as needed. Any student over the age of eighteen or parent not wanting this information released to the public must make objection in writing by September 1<sup>st</sup> to the principal. The objection needs to be renewed annually.

NAME, ADDRESS, TELEPHONE LISTING, EMAIL ADDRESS, DATE AND PLACE OF BIRTH, MAJOR FIELD OF STUDY, PARTICIPATION IN OFFICIALLY RECOGNIZED ACTIVITIES AND SPORTS, WEIGHT AND HEIGHT OF MEMBERS OF ATHLETIC TEAMS, DATES OF ATTENDANCE, DECREES AND AWARDS RECEIVED, THE MOST RECENT PREVIOUS SCHOOL OR INSTITUTION ATTENDED BY THE STUDENT, PHOTOGRAPH AND LIKENESS AND OTHER SIMILAR INFORMATION.

**Highly Qualified Teachers:**

In the federal law, No Child Left Behind, assuring highly qualified teachers for all students, parents may call the business office at 712-665-5000 or 877-665-5001 to obtain information about their qualifications.

**Homeless Children:**

*"Homeless child or youth"* is defined as a child or youth from the age of 3 years through 21 years who lacks a fixed, regular, and adequate nighttime residence and includes the following:

The education subtitle of the McKinney-Vento Homeless Assistance Act states the following [42 U.S.C. § 11434a(2)]:

The term "homeless children and youths"—

(A) means individuals who lack a fixed, regular, and adequate nighttime residence (within the meaning of section 11302 (a)(1) of this title); and

(B) includes—

(i) children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement;

(ii) children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings (within the meaning of section 11302 (a)(2)(C) <sup>[1]</sup> of this title);

(iii) children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and

(iv) migratory children (as such term is defined in section 6399 of title 20) who qualify as homeless for the purposes of this part because the children are living in circumstances described in clauses (i) through (iii)

**East Sac County Schools Problem-Solving Process:**

Prairie Lakes AEA and the East Sac County Schools utilize a collaborative problem-solving process to address academic behavior concerns of students. The problem-solving team includes teachers, parents, students, administrators, and support service providers. This team describes a problem situation, identifies needs, designs strategies to meet those needs, then implements and evaluates those strategies.

If at some point, it is determined that the strategy a student needs is of such a nature that special education services are needed, AEA and district staff provide specially designed instruction and/or support services. Each student identified in need of special education service has a problem-solving team designed to identify modifications and interventions that will best meet his/her needs. The scopes of services are reflected in the expertise of the staff assigned to your school district.

**Annual Notice of Policy No. 505.1 - STUDENT PROGRESS REPORTS AND CONFERENCES**

Students will receive a progress report at the end of each nine-week grading period. Students, who are doing poorly, and their parents, are notified prior to the end of the semester in order to have an opportunity to improve their grade. The board encourages the notification of students who have made marked improvement prior to the end of the semester.

Parent-teacher conferences will be held twice each year at the elementary, middle school, and high school.

Parents, teachers, or principals may request a conference for students in grades kindergarten through twelve in addition to the scheduled conference time. Parents and students are encouraged to discuss the student's progress or other matters with the student's teacher.

**Annual Notice of Policy No. 505.8 - PARENTAL INVOLVEMENT**

Parental involvement is an important component in a student's success in school. The board encourages parents to become involved in their child's education to ensure the child's academic success. The school district will hold annually a Title I parent meeting.

The superintendent is responsible for notifying parents of this policy annually or within a reasonable time after it has been amended during the school year. It is the responsibility of the superintendent to develop administrative regulations regarding this policy

It is the policy of the East Sac County Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact Megan Dooley, Equity Coordinator, East Sac County CSD, 801 Jackson, Lake View, IA, 51450, 712-665-5000, [mdooley@eastSac.k12.ia.us](mailto:mdooley@eastSac.k12.ia.us)

# YEARBOOK ORDER FORM

ORDER BY:  
10/22/2021

To purchase online, go to  
[jostensyearbooks.com](http://jostensyearbooks.com).

Thank you for purchasing a yearbook!  
The Back-to-School Offer is available until October 22, 2021. The price of the yearbook is \$45.00.  
This offer includes up to 4 FREE icons with the purchase of one line of personalization.

If you'd like to pay by check, please make it out to East Sac County High School for \$45.  
Complete this form along with your check and drop it off at the main office or give it to, Crystal Pudenz, yearbook adviser.

If paying with a credit/debit card, go to [jostensyearbooks.com](http://jostensyearbooks.com) to purchase. When buying online, you will get the option of a payment plan (3 installments).  
Order today! You are in the book!

## STEP 1: SELECT YOUR PACKAGE

YEARBOOK \$45.00

































































## ★ STEP 2: PERSONALIZE YOUR YEARBOOK FOR \$6.50

NAME \_\_\_\_\_  
(29 characters max.)

## ★★ STEP 3: ADD ICONS\* FOR \$0.00 EACH

**\*IMPORTANT:** To add icons, you must first purchase personalization in Step 2.  
Enter the 4-digit icon code from the chart below into the boxes provided.

        
 icon 1                      icon 2  
            
 icon 3                      icon 4

 5236	 5581	 5882	 5783	 5884	 5985	 6086	 6187	 5011
 5238	 5239	 5019	 9050	 5015	 5240	 5022	 5982	 5001
 5002	 5003	 5004	 5005	 5006	 5008	 5009	 5010	 5130
 5582	 5583	 5584	 5585	 5980	 5981	 5588	 9001	 9007
 9025	 9008	 5013	 5014	 5258	 5241	 5360	 5242	 5025
 5592	 5382	 5383	 5384	 5385	 6247	 5587	 5588	 5589
 5590	 9042	 9051	 6023	 5255	 5256	 5257	 6012	 5386
 5367	 5253	 5018	 6021	 5591	 9036	 9037		

If you have questions, please call Customer Service at 1-877-767-5217.

## STEP 4: ENTER YOUR INFORMATION AND TOTAL YOUR ORDER

Student Name: \_\_\_\_\_  
Grade: \_\_\_\_\_  
ID#: \_\_\_\_\_  
Homeroom: \_\_\_\_\_  
Contact Phone: \_\_\_\_\_  
Contact Email: \_\_\_\_\_

	Price	Quantity	Total
Enter Your Package Price			
Personalization	\$6.50		
Icon(s) ea.	\$0.00 x QTY		
Subtotal			
<b>TOTAL</b>			

YAY! THANKS FOR ORDERING!

**STEP 1 List ALL Household Members who are infants, children, and students up to and including grade 12 (if more spaces are required for additional names, attach the supplemental worksheet.)**

Definition of Household Member: *Anyone who is living with you and shares income and expenses, even if not related.* Children in Foster care and children who meet the definition of Homeless, Migrant or Runaway are eligible for free meals. Read How to Apply for Free and Reduced Price School Meals for more information.	Child's First Name	MI	Child's Last Name	Date of Birth	Student? Yes No	Child's School	Grade	Homeless, Migrant, Runaway
								<input type="checkbox"/>
								<input type="checkbox"/>
								<input type="checkbox"/>
								<input type="checkbox"/>

Check all that apply

**STEP 2 Do any Household Members (including you) currently participate in one or more of the following assistance programs: SNAP, FIP, or FDPIR?**  
 Circle one: Yes / No No, go to STEP 3. If you answered Yes, write a case number here then go to STEP 4 (Do not complete STEP 3).

Write only one case number in this space. Medicaid, Title XIX & EBT card numbers are not acceptable.

Case Number: \_\_\_\_\_

To Apply On-Line go to: (delete if NA)

**STEP 3 Report Income for ALL Household Members (Skip this step if you answered 'Yes' to STEP 2)**

**A. Child Income**  
 Sometimes children in the household earn or receive income. Please include the TOTAL gross income earned by all Household Members listed in STEP 1 here. Total Child Income \$ \_\_\_\_\_

**B. All Adult Household Members (including yourself)**  
 List all Household Members not listed in STEP 1 (including yourself) even if they do not receive income. For each Household Member listed, if they do receive income, report total gross income (before taxes) for each source in whole dollars (no cents) only. If they do not receive income from any source, write '0'. If you enter '0' or leave any fields blank, you are certifying (promising) that there is no income to report. Applications with blank income fields will be processed as complete. If more spaces are required for additional names, attach the supplemental worksheet.

Name of Adult Household Members (First and Last)	C. Earnings from Work	D. Public Assistance/Child Support/Alimony	E. Pensions/Retirement/All Other Income	F. Total Household Members (Children and Adults)
	Weekly: <input type="checkbox"/> Bi-Weekly: <input type="checkbox"/> Monthly: <input type="checkbox"/> Annually: <input type="checkbox"/>	Weekly: <input type="checkbox"/> Bi-Weekly: <input type="checkbox"/> Monthly: <input type="checkbox"/>	Weekly: <input type="checkbox"/> Bi-Weekly: <input type="checkbox"/> Monthly: <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
	\$ _____	\$ _____	\$ _____	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
	\$ _____	\$ _____	\$ _____	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
	\$ _____	\$ _____	\$ _____	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

G. Last Four Digits of Social Security Number (SSN) of Primary Wage Earner or Other Adult Household Member:

Check if no SSN

**STEP 4 Contact Information and Adult Signature**

I certify (promise) that all information on this application is true and that all income is reported. I understand that this information is given in connection with the receipt of Federal funds, and that school officials may verify (check) the information. I am aware that if I purposely give false information, my children may lose meal benefits, and I may be prosecuted under applicable State and Federal laws.

Street Address (if available) \_\_\_\_\_ Apt. # \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Daytime Phone (optional) \_\_\_\_\_ Email (optional) \_\_\_\_\_

Printed name of adult completing the form \_\_\_\_\_ Signature of adult completing the form \_\_\_\_\_ Today's date \_\_\_\_\_

**DO NOT WRITE BELOW THIS LINE. FOR ADMINISTRATIVE USE ONLY.**

Annual income conversion: Weekly x 52; Bi-Weekly x 26; 2 Times per Month x 24; Monthly x 12  
 Household Income: \$ \_\_\_\_\_  
 Application Approved:  Income  Foster Child  FIP/SNAP  Head Start (documentation required)  Homeless/Migrant/Runaway-Local Official Documentation Required  
 Eligibility Determination:  Free  Reduced  Free Milk  Application Denied:  Incomplete  Over income limits

Determining Official \_\_\_\_\_ Effective Date \_\_\_\_\_  
 Confirming Official \_\_\_\_\_ Date \_\_\_\_\_  
 Follow-up Signature \_\_\_\_\_ Date \_\_\_\_\_

**OPTIONAL Children's Racial and Ethnic Identities**

We are required to ask for information about your children's race and ethnicity. This information is important and helps to make sure we are fully serving our community. Responding to this section is optional and does not affect your children's eligibility for free or reduced price meals. If you do not select race or ethnicity, one will be selected for you based on visual observation.

- Ethnicity (check one):  Hispanic or Latino  Not Hispanic or Latino  American Indian or Alaskan Native  Asian  Black or African American  Native Hawaiian or Other Pacific Islander  White
- Race (check one or more):  Hispanic or Latino  Not Hispanic or Latino

**Low-Cost Health Insurance for Children**

If your children do not have health insurance, many families getting free or reduced price meals can also get free or low-cost health insurance for their children. The law requires public schools to share your free and reduced price meal eligibility information with Medicaid & Hawki, the State's medical insurance program for children. Private schools, RCCIs and childcare organizations may choose to share this information. Specifically, we will give them your child's name, your name & address. Medicaid & Hawki can only use the information to identify children who may be eligible for free or low-cost health insurance and contact you. They are not allowed to use the information from your free and reduced price meals. If you do NOT want your information shared with Medicaid or Hawki, you must tell us by completing the information below. If you want further information, you may call Hawki at 1-800-257-8563. Also, if you are already receiving Medicaid or Hawki, please sign below. This will avoid another contact. My signature below indicates I DO NOT want school officials to share information from my free and reduced price meal application with Medicaid or Hawki.

Parent/Guardian Name (Printed) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

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 submit all needed information, 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), Family Investment Program (FIP) 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.

**USDA Nondiscrimination Statement:** 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](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](mailto:program_intake@usda.gov).

*\*only use this address if you are filing a complaint of discrimination*

**Iowa Non-Discrimination Statement:** "It is the policy of this CNP provider not to discriminate on the basis of race, creed, color, sex, sexual orientation, gender identity, national origin, disability, age, or religion in its programs, activities, or employment practices as required by the Iowa Code section 216.6, 216.7, and 216.9. If you have questions or grievances related to compliance with this policy by this CNP Provider, please contact the Iowa Civil Rights Commission, Grimes State Office building, 400 E. 14th St. Des Moines, IA 50319-1004; phone number 515-281-4121, 800-457-4416; website: <https://frcr.iowa.gov/>."

Translated applications are available at: <http://www.fns.usda.gov/school-meals/translated-applications>

**WAIVER STATEMENT**

If your child(ren) qualifies for free or reduced price meals, you may also be eligible for other benefits. If you sign this waiver, your child(ren) will be considered for a full or partial waiver of school fees. I understand that I will be releasing information that will show that I applied for free and reduced price school meals for my child(ren). I give up my rights to confidentiality for waiver of school fees ONLY. I certify that I am the parent/guardian of the child(ren) for whom application is being made. **YOU DO NOT HAVE TO COMPLETE THIS WAIVER TO GET FREE OR REDUCED PRICE SCHOOL MEALS.**

Signature of Parent/guardian \_\_\_\_\_ Date \_\_\_\_\_

This institution is an equal opportunity provider.



## Public Release for Schools Operating the National School Lunch and Breakfast Program

The Iowa Department of Education, Bureau of Nutrition and Health Services, today announced its policy for free and reduced price meals for children unable to pay the full price of meals served under the National School Lunch Program, School Breakfast Program and the Afterschool Care Snack Program.

State and Local school officials have adopted the following family size and income criteria for determining eligibility:

### INCOME ELIGIBILITY GUIDELINES Effective 7-1-2021

<u>Household Size</u>	<u>Free Meals</u>					<u>Reduced Price Meals</u>				
	<u>Yearly</u>	<u>Monthly</u>	<u>Twice a Month</u>	<u>Every two weeks</u>	<u>Weekly</u>	<u>Yearly</u>	<u>Monthly</u>	<u>Twice a Month</u>	<u>Every two weeks</u>	<u>Weekly</u>
1	16,744	1,396	698	644	322	23,828	1,986	993	917	459
2	22,646	1,888	944	871	436	32,227	2,686	1,343	1,240	620
3	28,548	2,379	1,190	1,098	549	40,626	3,386	1,693	1,563	782
4	34,450	2,871	1,436	1,325	663	49,025	4,086	2,043	1,886	943
5	40,352	3,363	1,682	1,552	776	57,424	4,786	2,393	2,209	1,105
6	46,254	3,855	1,928	1,779	890	65,823	5,486	2,743	2,532	1,266
7	52,156	4,347	2,174	2,006	1,003	74,222	6,186	3,093	2,855	1,428
8	58,058	4,839	2,420	2,233	1,117	82,621	6,886	3,443	3,178	1,589
For each additional family member add:	5,902	492	246	227	114	8,399	700	350	324	162

Households may be eligible for free or reduced price meal benefits one of four ways listed below.

- Households whose income is at or below the levels shown are eligible for reduced price meals or free meals, if they complete an Application for Free and Reduced Price School Meals/Milk. Households may complete one application listing all children and return it to your child's school. When completing an application, only the last four digits of the social security number of the household's primary wage earner or another adult household member is needed.
- Food Assistance households, children receiving benefits under the Family Investment Program (FIP) and children in a few specific Medicaid programs are eligible for free or reduced price meals. Most children from Food Assistance and FIP households will be qualified for free meals automatically. These households will receive a letter from their children's schools notifying them of their benefits. Households that receive a letter from the school need to do nothing more for their children to receive free meals. No further application is necessary. If any children were not listed on the notice of eligibility, the household should contact the school to have free meal benefits extended to them. Households must contact the school if they choose to decline meal benefits.
- Some Food Assistance and FIP households will receive a letter from the Department of Human Services (DHS) which will qualify the children listed on the letter for free meals. Parents must take this letter to the child's school to receive free meals.
- Food Assistance or FIP households receiving benefits that do not receive a letter from DHS must complete an application with the abbreviated information as indicated on the application and instructions, for their children to receive free meals. When the application lists an Assistance Program's case number for any household member, eligibility for free benefits is extended to all children in a household.

Eligibility from the previous year will continue within the same school for up to 30 operating days into the new school year. When the carry-over period ends, unless the household is notified that their children are directly certified or the household submits an application that is approved, the children must pay full price for school meals and the school will not send a reminder or a notice of expired eligibility. An application cannot be approved unless complete eligibility information is submitted. Applications may be submitted at any time during the year. If a family member becomes unemployed the family should contact the school to complete an application. Households notified of their children's eligibility must contact the school if the household chooses to decline the free meal benefits.

Foster children are eligible for free meal benefits. Some foster children will be qualified for free meals automatically through the State Direct Certification process. Their host family will receive notification of these benefits. Families that receive this notification from the school need to do nothing more for their foster children to receive free meals. If a family has foster children living with them and does not receive notification and wishes to apply for such meals, instructions for making application for such children are contained on the application form. A foster child may be included as a member of the foster family if the foster family chooses to also apply for benefits for other children. Including children in foster care as household members may help other children in the household qualify for benefits. If the foster family is not eligible for free or reduced price meal benefits, it does not prevent a foster child from receiving benefits. Special Supplement Nutrition Program for Women, Infants, and Children (WIC) participants may be eligible for free or reduced price meals based on a completed application.

When known by the school, households will be notified of any child eligible for free meals if the children are enrolled in the Head Start/Even Start Program or are considered homeless, migrant or runaway. If any children are not listed on the notice of eligibility, contact the school for assistance in receiving benefits. If households are dissatisfied with the application approval done by the officials, they may make a formal appeal either orally or in writing to the school's designated hearing official. The Policy Statement on file at the school contains an outline of the hearing procedure. School officials may verify the information in the application, and that deliberate misrepresentation of information may subject the applicant to prosecution under applicable State and Federal criminal statutes. Households should contact their local school for additional information.

There will be no discrimination against individuals with Limited English Proficiency (LEP) in the school meal programs.

**Nondiscrimination Statement: This explains what to do if you believe you have been treated unfairly.**

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.

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- (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](mailto:program.intake@usda.gov).

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**Iowa Nondiscrimination Notice.** "It is the policy of this CNP provider not to discriminate on the basis of race, creed, color, sex, sexual orientation, gender identity, national origin, disability, age, or religion in its programs, activities, or employment practices as required by the Iowa Code section 216.6, 216.7, and 216.9. If you have questions or grievances related to compliance with this policy by this CNP Provider, please contact the Iowa Civil Rights Commission, Grimes State Office building, 400 E. 14<sup>th</sup> St. Des Moines, IA 50319-1004; phone number 515-281-4121, 800-457-4416; website: <https://icrc.iowa.gov/>."

## **East Sac County Community School District**

Administrative Office  
801 Jackson  
PO Box 110  
Lake View, IA 51450  
665-5000 or 877-665-5001

### **East Sac County Administration:**

Mr. Jeff Kruse, Superintendent (Lake View)- 665-5000  
Mrs. Becky Halbur, PS-4 Principal (Sac City) - 662-7200  
Mr. Dennis Olhausen, 5-8 Principal (Sac City) – 662-3259  
Mr. Kevin Litterer, 9-12 Principal (Lake View)- 665-5001  
Mrs. Beth Litterer, Technology Coordinator – 665-5000

### **East Sac County Board of Education**

Jackie Mahler-President  
Brent Wilhelm-Vice President  
Mark Jansma  
Laurie Kluver  
Jay Stoltenberg

### **Non-Discrimination Statement:**

It is the policy of the East Sac County Community School District not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age (for employment), marital status (for programs), sexual orientation, gender identity and socioeconomic status (for programs) in its educational programs and its employment practices. There is a grievance procedure for processing complaints of discrimination. If you have questions or a grievance related to this policy please contact Megan Dooley, Equity Coordinator, East Sac County CSD, 801 Jackson, Lake View, IA, 51450, 712-665-5000, [mdooley@eastsac.k12.ia.us](mailto:mdooley@eastsac.k12.ia.us)

East Sac County Community School District  
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801 Jackson  
Lake View, IA 51450