



**BISHOP
NEUMANN**

Catholic High School

Passion of Christ Strengthen Me

202 South Linden St.
Wahgan, IN 48057-2057
Phone: 412.443.4131

July 1, 2018

Dear Parent/Guardian,

As the 2017-18 school year came to a close, I was trying to find ways to help families in any possible way that I could. I have come up with an estimate of what eating lunch at the school would possibly cost a family daily, weekly, monthly, semester and yearly. Monthly will be figured as 4 full weeks or 20 days, semester is figured as ½ the number of school days and the yearly cost will be the actual number of school days that are required/figured per school. See attached chart below.

If a family would qualify for Free Meals, the actual hot lunch meal and 1 milk is defined as the Free Meal. If a student would bring a cold lunch and wants a milk to drink, the family will have to pay for the milk because you are not receiving the whole meal to qualify for a Free Meal. Doubles, extra milk and snacks are not included in the Free Meal definition and are the student/family's responsibility.

Please remember to fill out the attached application even if you aren't sure if you would qualify or not. As you can see in the attached meal chart, it can make a big difference on the budget.

REMEMBER that checks for lunch money need to be payable to Bishop Neumann.

If you ever have any questions or concerns, please let me know.

Thank you.

Jennifer J. Benes
Business Manager

2018-19 Lunch Price Chart

Bishop Neumann--176 days

	Daily Cost	Weekly	Monthly	Semester	Yearly
Lunch	\$3.00	\$15.00	\$60.00	\$264.00	\$528.00
Extra Milk	\$0.50	\$2.50	\$10.00	\$44.00	\$88.00
Doubles(Neumann Only)	\$1.00	\$5.00	\$20.00	\$88.00	\$176.00
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	\$4.50	\$22.50	\$90.00	\$396.00	\$792.00

	Daily Cost	Weekly	Monthly	Semester	Yearly
Reduced Lunch	\$0.40	\$2.00	\$8.00	\$35.20	\$70.40
Extra Milk	\$0.50	\$2.50	\$10.00	\$44.00	\$88.00
Doubles(Neumann Only)	\$1.00	\$5.00	\$20.00	\$88.00	\$176.00
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	\$1.90	\$9.50	\$38.00	\$167.20	\$334.40

*****Snack Items are available to Neumann students only and prices range from \$0.50 - \$1.00******

St. Wenceslaus--172 days

	Daily Cost	Weekly	Monthly	Semester	Yearly
Lunch	\$2.85	\$14.25	\$57.00	\$245.10	\$490.20
Extra Milk	\$0.50	\$2.50	\$10.00	\$43.00	\$86.00
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	\$3.35	\$16.75	\$67.00	\$288.10	\$576.20

	Daily Cost	Weekly	Monthly	Semester	Yearly
Reduced Lunch	\$0.40	\$2.00	\$8.00	\$34.40	\$68.80
Extra Milk	\$0.50	\$2.50	\$10.00	\$43.00	\$86.00
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	\$0.90	\$4.50	\$18.00	\$77.40	\$154.80

St. John Nepomucene--168 days

	Daily Cost	Weekly	Monthly	Semester	Yearly
Lunch	\$2.85	\$14.25	\$57.00	\$239.40	\$478.80
Extra Milk	\$0.50	\$2.50	\$10.00	\$42.00	\$84.00
Total	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	\$3.35	\$16.75	\$67.00	\$281.40	\$562.80

	Daily Cost	Weekly	Monthly	Semester	Yearly
Reduced Lunch	\$0.40	\$2.00	\$8.00	\$33.60	\$67.20
Extra Milk	\$0.50	\$2.50	\$10.00	\$42.00	\$84.00
Total	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	\$0.90	\$4.50	\$18.00	\$75.60	\$151.20



202 South Linden St.
Wahoo, NE 68066, USA
Phone: 402-443-4151

7/1/2018

Dear Parent/Guardian :

Children need healthy meals to learn. **Bishop Neumann, St. Wenceslaus, St. John Nepomucene** offers healthy meals every school day. Lunch costs **\$3.00 for Bishop Neumann and \$2.85 for St. Wenceslaus/St. John Nepomucene Grade School Students. Your children may qualify for free or reduced price meals.** Reduced price is **\$0.40** for lunch. If your child(ren) qualified for free or reduced price meals at the end of last school year, you must submit a new application by **September 25, 2018**, in order to avoid an interruption in meal benefits.

This packet includes an application for free or reduced price meal benefits and a set of detailed instructions. Below are some common questions and answers to help you with the application process.

1. WHO CAN GET FREE OR REDUCED PRICE MEALS?

- All children in households receiving benefits from the Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF) or the Food Distribution Program on Indian Reservations (FDPIR) are eligible for free meals.
- Foster children that are under the legal responsibility of a foster care agency or court are eligible for free meals.
- Children participating in their school's Head Start program are eligible for free meals.
- Children who meet the definition of homeless, runaway, or migrant are eligible for free meals.
- Children may receive free or reduced price meals if your household's income is within the limits on the Federal Income Eligibility Guidelines. Your children may qualify for free or reduced price meals if your household income falls at or below the limits on this chart.

2. 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 call or e-mail **Jennifer Benes, 202 S. Linden, Wahoo, NE 68066, 402-443-4151, jennifer-benes@cdolinc.net.**

3. DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD? No. *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: **Jennifer Benes, 202 S. Linden, Wahoo, NE 68066, 402-443-4151, jennifer-benes@cdolinc.net.**

4. SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE ALREADY APPROVED FOR FREE MEALS? No, but please read the letter you got carefully and follow the instructions. If any children in your household were missing from your eligibility

notification, contact **Jennifer Benes, 202 S. Linden, Wahoo, NE 68066, 402-443-4151, jennifer-benes@cdolinc.net** immediately.

5. CAN I APPLY ONLINE? You are encouraged to complete an online application instead of a paper application if your school district makes this option available. The online application has the same requirements and will ask you for the same information as the paper application. Not available at Bishop Neumann.
6. MY CHILD'S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT A NEW 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. If you do not send in a new application that is approved by the school or you have not been notified that your child is eligible for free meals, your child will be charged the full price for meals.
7. I GET WIC. CAN MY CHILDREN GET FREE MEALS? Children in households participating in WIC may be eligible for free or reduced price meals. Please send in an application.
8. WILL THE INFORMATION I GIVE BE CHECKED? Yes. We may also ask you to send written proof of the household income you report.
9. 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.
10. 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: **Fr. Mike Morin, 202 S. Linden, Wahoo, NE 68066, 402-443-4151, fr.mike-morin@cdolinc.net**.
11. MAY I APPLY IF SOMEONE IN MY HOUSEHOLD IS NOT A U.S. CITIZEN? Yes. You, your children, or other household members do not have to be U.S. citizens to apply for free or reduced price meals.
12. 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.
13. 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.
14. 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.
15. WHAT IF THERE ISN'T ENOUGH SPACE ON THE APPLICATION FOR MY FAMILY? List any additional household members on a separate piece of paper, and attach it to your application. Contact **Jennifer Benes, 202 S. Linden, Wahoo, NE 68066, 402-443-4151, jennifer-benes@cdolinc.net** to receive a second application.
16. MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR? To find out how to apply for SNAP or other assistance benefits, please go online to ACCESSNebraska.ne.gov or call 1-800-383-4278.

If you have other questions or need help, call **402-443-4151**.

Sincerely,

Jennifer J. Benes

Instructions for Completing the Free & Reduced Price School Meals Family Application

For households receiving benefits from the Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF) or the Food Distribution Program on Indian Reservations (FDPIR), follow these instructions:

- Part 1:** List each child's name, the school they attend and their grade.
Part 2: Enter household's Master Case Number if the household qualifies for SNAP, TANF or FDPIR.
Part 3: Skip this part.
Part 4: Complete this part. An adult must sign the form.
Part 5: This part is optional and does not affect your children's eligibility for free or reduced price meals.

For households with FOSTER CHILDREN, follow these instructions:

If all children in the household are foster children:

- Part 1:** List all foster children, the school they attend and their grade. Check the box indicating the child is a foster child.
Part 2: Skip this part.
Part 3: Skip this part.
Part 4: Complete this part. An adult must sign the form.
Part 5: This part is optional and does not affect your children's eligibility for free or reduced price meals.

If some of the children in the household are foster children:

- Part 1:** List all children, including foster children, the school they attend and their grade. Check the box if the child is a foster child.
Part 2: If the household does not have a Master Case Number, skip this part.
Part 3: Follow these instructions to report total household income from last month.
Column 1 – Household Members: List the first and last name of **each** person living in your household, related or not (such as grandparents, other relatives or friends) who share income and expenses. Attach another sheet of paper if necessary.
Column 2 - Gross Income and How Often it was Received: Gross income is the amount earned **before taxes and other deductions**; it is not your take-home pay. For each household member, list each type of income received for the month. You must also report how often the money is received – weekly, every other week, twice a month, or monthly.

Earnings from Work includes the following:

- Salary, wages, cash bonuses
- Net income from self-employment (farm or business)

If you are in the U.S. Military, include:

- Basic pay and cash bonuses (do not include combat pay, Family Subsistence Supplemental Allowance (FSSA) payments or privatized housing allowances)
- Allowances for off-base housing, food and clothing

Do not include income from SNAP, FDPIR, WIC, Federal education benefits and foster care payments.

Public Assistance/Child Support/Alimony includes the following:

- Unemployment benefits, Worker's compensation

- Supplemental Security Income (SSI), Cash assistance from state or local government
- Veteran's benefits (VA benefits), Strike benefits
- Child support payments, Alimony payments

Pensions/Retirement/All Other Income includes the following:

- Social Security payments (including railroad retirement and black lung benefits)
- Private pensions or Disability benefits
- Regular income from trusts or estates, Annuities, Investment income, Earned interest, Rental income
and *Regular* cash payments received from outside the household.

If you have no income, write "0" or leave the income field blank. If you do this, you are certifying there is no income to report.

Household Size: Enter the total number of people in your household.

Social Security Number: The adult signing the form must list the last four digits of their Social Security Number (SSN) or check the box to the right labeled "Check if no SSN."

Part 4: Complete this part. An adult must sign the form.

Part 5: This part is optional and does not affect your children's eligibility for free or reduced price meals.

For ALL other households, follow these instructions:

Part 1: List all children, the school they attend and their grade.

Part 2: If the household does not have a Master Case Number, skip this part.

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

Column 1 – Household Members: List the first and last name of **each** person living in your household, related or not (such as grandparents, other relatives or friends) who share income and expenses. Attach another sheet of paper if necessary.

Column 2 - Gross Income and How Often it was Received: Gross income is the amount earned **before taxes and other deductions**; it is not your take-home pay. For each household member, list each type of income received for the month. You must also report how often the money is received – weekly, every other week, twice a month, or monthly.

Earnings from Work includes the following:

- Salary, wages, cash bonuses
- Net income from self-employment (farm or business)

If you are in the U.S. Military, include:

- Basic pay and cash bonuses (do not include combat pay, Family Subsistence Supplemental Allowance (FSSA) payments or privatized housing allowances)
- Allowances for off-base housing, food and clothing

Do not include income from SNAP, FDPIR, WIC, Federal education benefits and foster care payments.

Public Assistance/Child Support/Alimony includes the following:

- Unemployment benefits, Worker's compensation
- Supplemental Security Income (SSI), Cash assistance from state or local government
- Veteran's benefits (VA benefits), Strike benefits
- Child support payments, Alimony payments

Pensions/Retirement/All Other Income includes the following:

- Social Security payments (including railroad retirement and black lung benefits)
- Private pensions or Disability benefits
- Regular income from trusts or estates, Annuities, Investment income, Earned interest, Rental income
and *Regular* cash payments received from outside the household.

If you have no income, write "0" or leave the income field blank. If you do this, you are certifying there is no income to report.

Household Size: Enter the total number of people in your household.

Social Security Number: The adult signing the form must list the last four digits of their Social Security Number (SSN) or check the box to the right labeled "Check if no SSN."

Part 4: Complete this part. An adult must sign the form.

Part 5: This part is optional and does not affect your children's eligibility for free or reduced price meals.

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 CHART for School Year 2018-19					
Household size	Yearly	Monthly	Twice per Month	Every Two Weeks	Weekly
1	22,459	1,872	936	864	432
2	30,451	2,538	1,269	1,172	586
3	38,443	3,204	1,602	1,479	740
4	46,435	3,870	1,935	1,786	893
5	54,427	4,536	2,268	2,094	1,047
6	62,419	5,202	2,601	2,401	1,201
7	70,411	5,868	2,934	2,709	1,355
8	78,403	6,534	3,267	3,016	1,508
Each additional person:	7,992	666	333	308	154

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 are 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.

Computing Income for Self-Employed Individuals

Individuals who are self-employed or engaged in farming may experience variations in cash flow and cannot easily report a monthly income. These individuals may use their 2017 U.S. Individual Income Tax Return Form 1040 to report self-employment income for the free and reduced price meal application. The income to be recorded is income derived from the business venture less operating costs incurred in the generation of that income. Deductions for personal expenses, such as interest on home mortgages, medical expenses and other similar non-business items are not allowed in reducing gross business income.

USDA announced that **losses** (negative numbers) on the lines listed below can be used to determine the **total** income for this attachment. If the total income is a negative number, it must then be recorded as zero on the application in the category labeled "All Other Income".

Zero income resulting from the use of Form 1040 does not require follow-up.

Please note: Line 7 cannot be reported as current income. Income from wages or salaries must be reported on the application for the most recent month.

Line 22 (total income) and line 37 (adjusted gross income) may not be used for purposes of applying for free and reduced-price meals.

The required information for determining the allowable income from self-employment is to be taken from the **2017 U.S. Individual Income Tax Return Form 1040**.

Line 12, Business Income (or loss)		
Line 13, Capital Gain (or loss)		
Line 14, Other Gains (or losses)		
Line 17, Rental Real Estate, etc.		
Line 18, Farm Income (or loss)		

NOTE: If any members of the household have income from wages or salary, the gross income from last month must be reported on the application form.

This attachment is used only to report income from self-employment and/or farming.

Total of above lines: _____ **equals annual self-employed income***

If the total of the above lines is a negative number, it must be changed to zero before it is transferred to the application.

* This figure can be reported on the application under "Earnings from Work."



School Lunch Program Information

Bishop Neumann High School,
St. Wenceslaus Grade School
St. John Nepomucene Grade School

School Lunches for 2018-19 cost \$2.85 for Grade School and \$3.00 for High School and \$.50 for extra milk. At the high school, students are allowed to purchase ala carte items before school and during lunch. Costs for juice, doubles and snacks range from \$.50 to \$ 1.00.

To track lunch balances and purchases, your school lunch program uses myLunchMoney.com, an online service that allows you to:

- Receive 3 low balance notifications through your email. Once you register, you will receive a notice the actual day a balance falls below \$10. **Families will have to register for this service if they would like to have email notification.**
- View student meal purchases for the past week.
- Make online payments to your lunch account. You can still make a payment directly to the school, but now have the option to make a secure payment online.
- **We encourage all families to Enroll, even if you do not plan on paying online. By enrolling you can check balances and purchases on your lunch account at any time. Information is updated daily with the school.**

Enrolling is easy.

- Go to www.myschoolbucks.com and click “**Sign up Today**”. Your School District is “Bishop Neumann Central High School”.
- Create an account login and sign up for email notification. After this is done, you will then be able to add your student. **You will need your student’s 8-digit ID number . Please contact Jennifer Benes to get that number.**

If you should have any trouble with the website you can call myschoolbucks.com toll-free customer support at 1-855-832-5226 for questions or assistance with enrollment.

If you need any additional assistance, please contact Jennifer Benes at Bishop (402) 443-4151 ext. 55238 or email Jennifer-Benes@cdolinc.net.