



Charting The Course

Dear Parent/Guardian:

Children need healthy meals to learn. The City of Pembroke Pines Charter School System offers healthy meals every school day. Breakfast costs \$1.10 for Elementary, \$1.20 for Middle, and \$1.75 for High School; lunch costs \$2.50 for Elementary, \$2.85 for Middle, and \$3.00 for High. Your children may qualify for free meals or for reduced price meals. Reduced price is \$0.30 for breakfast and \$0.40 for lunch. Below are some common questions and answers to aid in the process of determining your child's eligibility.

1. HOW DO I APPLY? There are two ways of applying. (1) You can complete an **online** F&R Application" by going to freeandreduced.pinescharter.net or (2) by completing a **paper** F&R Application. If you are completing a paper F&R Application, you can stop by the front office and request a copy or you can download it and print it from the PinesCharter.net website (Click on the appropriate campus→ Programs→ Food Services Department→ "download and print the F&R Application").
2. 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 your school's front office.
3. WHO CAN GET FREE MEALS? All children in households receiving benefits from Florida Supplement Nutrition Assistance Program (SNAP), the Food Distribution Program on Indian Reservations (FDPIR) or the Florida Temporary Assistance to Needy Families (TANF), can get 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.



If you have received a NOTICE OF DIRECT CERTIFICATION for free or reduced- price meals for School Year 2017-18, **do not** complete the application. But **do** let the school know if any children in your household are not listed on the **Notice of Direct Certification** letter you received.

4. CAN FOSTER CHILDREN GET FREE MEALS? Yes, foster children that are under the legal responsibility of a foster care agency or court, are eligible for free meals.
5. CAN HOMELESS, RUNAWAY, HEAD START AND MIGRANT CHILDREN GET FREE MEALS? Yes, children who meet the definition of homeless, runaway, or migrant are eligible for free meals. If you believe children in your household meet these descriptions and haven't been told your children will get free meals, please contact ANNETTE TORRY AT 754-321-1400 FOR MIGRANT STUDENTS, NAN BUSJIT AT 754-321-1557 FOR FOSTER STUDENTS, and CAROLE MITCHELL AT 754-321-1566 FOR HOMELESS/RUNAWAY STUDENTS to see if they qualify.
6. WHO CAN GET REDUCED PRICE MEALS? Your children can get reduced price meals if your household income is within the reduced price limits on the Federal Eligibility Income Chart, shown on the F&R application.
7. SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE APPROVED FOR FREE MEALS? No, but please read the letter you got carefully and follow the instructions. Call the school's front office if you have questions.
8. 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.
9. 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.
10. WILL THE INFORMATION I GIVE BE CHECKED? Yes and we may also ask you to send written proof.
11. 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.



Charting The Course

12. 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: Mark Gomes, 8300 South Palm Drive, Pembroke Pines, FL 33025, (954) 518-9020, mgomes@ppines.com.
13. 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 to qualify for free or reduced price meals.
14. 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.
15. 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.
16. WE ARE IN THE MILITARY. DO WE INCLUDE OUR HOUSING ALLOWANCE AS INCOME? If you get an off-base housing allowance, it must be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income.
17. MY SPOUSE IS DEPLOYED TO A COMBAT ZONE. IS HER COMBAT PAY COUNTED AS INCOME? No, if the combat pay is received in addition to her basic pay because of her deployment and it wasn't received before she was deployed, combat pay is not counted as income. Contact your child's school for more information.
18. MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR? To find out how to apply for Florida SNAP or other assistance benefits, contact your local assistance office or call 1-866-762-2237.

If you have other questions or need help, call:

Si necesita ayuda, por favor llame al teléfono:

Si vous voudriez d'aide, contactez nous au numero:

Central Elementary:	Robin Walsh, 12350 Sheridan Street Pembroke Pines, Florida 33026, 954-322-3300.
Central Middle:	Robin Walsh, 12350 Sheridan Street Pembroke Pines, Florida 33026, 954-322-3300.
East Elementary:	Sharon Jahn, 10801 Pembroke Road, Pembroke Pines, FL 33025, 954-443-4800.
FSU Elementary:	Luz Wittingham, 601 SW 172nd Avenue, Pembroke Pines, FL 33029, 954-499-4244.
Academic Village:	Anahis Gonzalez, 17189 Sheridan Street, Pembroke Pines, Florida 33331, 954-538-3700.
West Elementary:	Monica Gomez, 1680 SW 184th Avenue, Pembroke Pines, Florida 33029, 954-450-6990.
West Middle:	Kerry Clemmensen, 18501 Pembroke Road, Pembroke Pines, FL 33029, 954-443-4847.

Sincerely,

Aner Gonzalez

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:

mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW, Washington, D.C. 20250-9410
fax: (202) 690-7442; or
email: program.intake@usda.gov.

This institution is an equal opportunity provider.