

Elgin Math & Science Academy School Meal Policy1920

Application for Free and Reduced Price Meals

All families are encouraged to submit an application for free and reduced meals by the Tuesday of the first week of school. Families can at any time submit a new application if there is a change in the household income or family number. Applications can be accessed online at <https://family.titank12.com/>, and instructions for how to submit an online application can be found on <https://elginmathandscience.com>. There are also paper applications available in the Main Office.

Charge Policy

EMSA will allow students to charge up to 5 lunches served from the cafeteria. Families are expected to provide money for student meals on a regular and consistent basis, unless they qualify for free meals. All meals will be ordered a month in advance and payment should be submitted at the time of order unless the student qualifies for free lunches.

During the first week of school, students who have not yet handed in their applications for free and reduced price meals will be allowed to receive breakfast and lunch so as to not disrupt meal service and allow time to submit a meal application. Each day a meal is charged on a student's account, parents will be contacted to inform them of the charge and request payment. Bills will be sent out weekly requesting immediate payment be submitted to their child's account. No child will be denied lunch, but his/her report card will be held until their account is reconciled.

Student Pricing

- Students who do not qualify for free or reduced-price meals must pay \$2. for breakfast and \$3.0 for lunch
- Students who qualify for either free or reduced meals will receive a meal at no cost or a reduced cost.

Payment Options

- Parents are encouraged to make payments in advance online at <https://family.titank12.com/>.
- Students may pay cash for meals daily at the front office.
- Students will be notified of a low balance by the school office on a daily basis.

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 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 (3) email: program.intake@usda.gov

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