

HOW TO APPLY FOR FREE AND REDUCED PRICE SCHOOL MEALS for 2019-20 School Year

Please use these instructions to help you fill out the application for free or reduced price school meals. You only need to submit one application per household, even if your children attend more than one school in the Chippewa Falls Area Unified School District. The application must be filled out completely to certify your children for free or reduced price school meals. Please follow these instructions in order. If at any time you are not sure what to do next, please contact Kirsten Nesja at (715) 726-2581 or nesjaki@chipfalls.org.

If your child attends a Community Eligibility Provision School (CEP), receipt of free breakfast and lunch meals does not depend on returning this application; however, this information is necessary for other programs.

PLEASE USE A PEN (NOT A PENCIL) WHEN FILLING OUT THE APPLICATION AND DO YOUR BEST TO PRINT CLEARLY.

STEP 1: LIST ALL HOUSEHOLD MEMBERS WHO ARE INFANTS, CHILDREN, AND STUDENTS UP TO AND INCLUDING GRADE 12

Tell us how many infants, children, and school students live in your household. They do NOT have to be related to you to be a part of your household.

Who should I list here? When filling out this section, please include ALL members in your household who are:

- Children grades 12 or under AND are supported with the household's income; and
- In your care under a foster arrangement, or qualify as homeless, migrant, or runaway youth, or enrolled in a Head Start program.

A) List each child's name. Print each child's name. Use one line of the application for each child. When printing names, write one letter in each box. Stop if you run out of space. If there are more children in household than lines on the application, attach a second piece of paper with all required information for the additional children.

B) Enter the grade and the name of the school the child attends or mark n/a if not in school.

C) Do you have any foster children? If any children listed are foster children, mark the "Foster Child" box next to the children's names. If you are ONLY applying for foster children, after finishing STEP 1, go to STEP 4. Foster children who live with you may count as members of your household and should be listed on your application. If you are applying for both foster and non-foster children, go to step 3.

D) Are any children homeless, migrant, runaway or enrolled in a Head Start program? If you believe any child listed in this section meets this description, mark the "Homeless, Migrant, Runaway or Head Start" box next to the child's name and complete all steps of the application.

STEP 2: DO ANY HOUSEHOLD MEMBERS CURRENTLY PARTICIPATE IN FoodShare, W-2 Cash Benefits OR FDPIR?

If anyone in your household (including you) currently participates in one or more of the assistance programs listed below, your children are eligible for free school meals:

- The Supplemental Nutrition Assistance Program (SNAP) or FoodShare.
- Temporary Assistance for Needy Families (TANF) or W-2 Cash Benefits.
- The Food Distribution Program on Indian Reservations (FDPIR).

A) If no one in your household participates in any of the above listed programs:

- Leave STEP 2 blank or check "No" and go to STEP 3.

B) If anyone in your household participates in any of the above assistance programs:

- Write a case number and name of the assistance program you or any member of the household participates in for FoodShare, W-2 Cash Benefits, or FDPIR. You only need to provide one case number. If you participate in one of these programs and do not know your case number, contact your case worker. Medicaid and BadgerCare case numbers do NOT qualify for free or reduced price meals.
- Go to STEP 4.

STEP 3: REPORT INCOME FOR ALL HOUSEHOLD MEMBERS

How do I report my income?

- Use the charts titled "Sources of Income for Children" and "Sources of Income for Adults," printed on the back side of the application form, to determine if your household Report all amounts in GROSS INCOME ONLY. Report all income in whole dollars. Do not include cents. Gross income is the total income received before taxes. Many people think of income as the amount they "take home" (listed as "net pay" on paycheck stub) and not the total, "gross" amount. Make sure that the income you report on this application has NOT been reduced to pay for taxes, insurance premiums, or any other amounts taken from your pay.

• Write a "0" in any fields where there is no income to report. Any income fields left empty or blank will also be counted as a zero. If you write '0' or leave any fields blank, you are certifying (promising) that there is no income to report. If local officials suspect that your household income was reported incorrectly, your application will be investigated. • Mark how often each type of income is received using the boxes to the right of each field.			
3.A. REPORT INCOME EARNED BY CHILDREN			
A) Report all income earned or received by children. Report the combined gross income for ALL children listed in STEP 1 in your household in the box marked "Child Income." Only count foster children's personal income if you are applying for them together with the rest of your household.			
What is Child Income? Child income is money received from outside your household that is paid DIRECTLY to your children. Many households do not have any child income.			
3.B. REPORT INCOME EARNED BY ADULTS			
List adult household members' names.			
• Print the name of each household member in the boxes marked "Name of Adult Household Members (First and Last)." When filling out this section, please include ALL adult members in your household who are living with you and share income and expenses, even if they are not related and even if they do not receive income of their own. • Do NOT include: ○ People who live with you but are not supported by your household's income AND do not contribute income to your household. ○ Infants, children and students already listed in STEP 1.			
C) Report earnings from work. Report all total gross income (before taxes) from work in the "Earnings from Work" field on the application. This is usually the money received from working at jobs. If you are a self-employed business or farm owner, you will report your net income.	D) Report income from public assistance/child support/alimony/SSI/VA benefits. Report all income that applies in the "Public Assistance/Child Support/Alimony" field on the application. <u>Do not report the cash value of any public assistance benefits NOT listed on the chart.</u> If income is received from child support or alimony, only report court-ordered payments. Informal but regular payments should be reported as "other" income in the next part.	E) Report income from pensions/retirement/all other income. Report all income that applies in the "Pensions/Retirement/ Social Security/All Other Income" field on the application.	
What if I am self-employed? Report income from that work as a net amount. This is calculated by subtracting the total operating expenses of your business from its gross receipts or revenue.	G) Report total household size. Enter the total number of household members in the field "Total Household Members (Children and Adults)." This number <u>MUST</u> be equal to the number of household members listed in STEP 1 and STEP 3. If there are any members of your household that you have not listed on the application, go back and add them. It is very important to list all household members, as the size of your household affects your eligibility for free and reduced price meals.		
F) Fluctuating Income. For seasonal workers and others whose income fluctuates and usually earn more money in some months than others. In these situations, project the annual rate of income and report that. This includes workers with annual employment contracts but may choose to have salaries paid over a shorter period of time; for example, school employees.	H) Provide the last four digits of your Social Security Number (SSN). An adult household member must enter the last four digits of their SSN in the space provided. You are eligible to apply for benefits even if you do not have a SSN. If no adult household members have a SSN, leave this space blank and mark the box to the right labeled "Check box if no SSN."		
STEP 4: CONTACT INFORMATION AND ADULT SIGNATURE			
An adult member of the household must sign the application. By signing the application, that household member is promising that all information has been truthfully and completely reported. Before completing this section, please also make sure you have read the privacy and civil rights statements on the back of the application.			
A) Provide your contact information. Write your current address in the fields provided if this information is available. If you have no permanent address, this does not make your children ineligible for free or reduced price school meals. Sharing a phone number, email address, or both is optional, but helps us reach you quickly if we need to contact you.	B) Print or sign your name. The adult filling out the application must print or sign their name in the signature box.	C) Return completed form to: CFAUSD, Attn: Lunch Accounts, 1130 Miles Street, Chippewa Falls, WI 54729	D) Share children's racial and ethnic identities (optional). On the back of the application, we ask you to share information about your children's race and ethnicity. This field is optional and does not affect your children's eligibility for free or reduced price school meals.

FREQUENTLY ASKED QUESTIONS ABOUT FREE AND REDUCED PRICE SCHOOL MEALS FOR SCHOOL YEAR 2019-20

Dear Parent/Guardian:

Children need healthy meals to learn. The Chippewa Falls Area Unified School District offers healthy meals every school day. Breakfast costs \$0.35 for Elementary School, \$0.85 for Middle School, and \$1.00 for High School. Lunch costs \$2.25 for Elementary School and \$2.50 for Middle School and High School. Your children may qualify for free meals or for reduced price meals. 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 FoodShare, the Food Distribution Program on Indian Reservations (FDPIR)], or W-2 cash benefits are eligible for free meals, when listed on the application.
- 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 qualify to receive free or reduced price meals if your household's income is at or below the limits on the Federal Income Eligibility Guidelines.

FEDERAL ELIGIBILITY INCOME CHART For School Year 2019-2020			
Household size	Yearly (\$)	Monthly (\$)	Weekly (\$)
1	23,107	1,926	445
2	31,284	2,607	602
3	39,461	3,289	759
4	47,638	3,970	917
5	55,815	4,652	1,074
6	63,992	5,333	1,231
7	72,169	6,015	1,388
8	80,346	6,696	1,546
Each additional person:	8,177	682	158

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 have not been told your children will get free meals, please call or e-mail David Schaller, District Homeless Liaison Coordinator at (715) 723-5542 ext. 6402 or schalldp@chipfalls.org.
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: Kirsten Nesja, 1130 Miles St, Chippewa Falls, WI 54729 - (715) 726-2581.
4. SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE ALREADY APPROVED FOR FREE OR REDUCED PRICE MEALS? Please read the letter you received carefully and follow the instructions. If your letter indicated you qualify for free meals, then no application is needed. If any children in your household were missing from your eligibility notification, contact Kirsten Nesja, 1130 Miles Street, Chippewa Falls, WI 54729 – (715) 726-2581 or email at nesjakj@chipfalls.org immediately. If your household was notified it qualified for reduced price meals, we encourage you to complete an application to potentially qualify for free meals based on household size and income.
5. CAN I APPLY ONLINE? Yes! You are encouraged to complete an online application instead of a paper application if you are able. The online application has the same requirements and will ask you for the same information as the paper application. Visit your **Infinite Campus Parent Portal** to begin or to learn more about the online application process. Contact Kirsten Nesja,

1130 Miles St, Chippewa Falls, WI 54729-(715) 726-2581 or email nesjakj@chipfalls.org if you have any questions about the application process.

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, through 10/14/2019, or when a new eligibility is determined. You must submit a new application unless the school told you that your child is eligible for the new school year. If you do not submit 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, but it is based on income. Please submit an application.
8. MY CHILD(REN) QUALIFIES FOR BADGERCARE PLUS OR MEDICAID. CAN MY CHILD GET FREE MEALS? Children with BadgerCare Plus, Medicaid, or subsidized insurance may be eligible for free or reduced price meals, but it is based on household income and income size. Please submit an application to determine if your household qualifies.
9. WILL THE INFORMATION I GIVE BE CHECKED? Yes. We may also ask you to send written proof of the household income you report.
10. 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 or experience a financial hardship may become eligible for free and reduced price meals if the household income drops below the income limit.
11. 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: Chad M. Trowbridge, 1130 Miles Street, Chippewa Falls, WI 54729 or (715) 726-2417 or trowbrcm@chipfalls.org.
12. 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.
13. 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.
14. 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.
15. 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. Do not include any combat pay resulting from deployment as income.
16. WHAT IF THERE IS NOT 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.
17. MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR? To find out how to apply for FoodShare or other assistance benefits, contact your local assistance office or call 1-800-362-3002.

If you have other questions or need help, call (715) 726-2581.

Sincerely,

Chad Trowbridge

Executive Director of Business Services and Finance

Apply online at: [Log in to your INFINITE CAMPUS PARENT PORTAL](#) to apply online.

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If more spaces are required for additional names, attach another sheet of paper.

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Child's First Name	Child's Last Name	MI	Grade	School the child attends or NA if not in school				Check all that apply							
				Foster Child	Headless Child	Runaway	Start	NA	NA	NA	NA				

☐ Yes / ☐ No☐ Yes / ☐ No

Medicaid and Badger Care do not qualify.

Flip the page and review the charts titled "Sources of Income" for more information.

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How often?

How often?

How often?

All Adult Household Members (including yourself)

All Adult Household Members (including yourself)

All Adult Household Members (including yourself)

H. Last Four Digits of Social Security Number (SSN) of Primary Wage Earner or Other Adult Household Member—REQUIRED or check box if no SSN

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CFAUSD, Attn: Lunch Accounts, 1130 Miles Street, Chippewa Falls, WI 54729

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Today's Date Mo./Day/Yr.

Today's Date Mo./Day/Yr.

INSTRUCTIONS Source of Income

Sources of Income for Children

Sources of Child Income	Example(s)
- Gross earnings from work	- A child has a regular full or part-time job where they earn a salary or wages
- Social Security	- A child is blind or disabled and receives Social Security benefits
- Disability payments	- A parent is disabled, retired, or deceased, and their child receives Social Security benefits
- Survivor's benefits	- A friend or extended family member regularly gives a child spending money
- Income from person outside the household	- A child receives regular income from a private pension fund, annuity, or trust
- Income from any other source	

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.

Ethnicity Check one ☐ Hispanic or Latino ☐ Not Hispanic or Latino
Race Check one or more ☐ American Indian or Alaskan Native ☐ Asian

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 is 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 conducted or funded by USDA

Sources of Income for Adults

Earnings from Work	Public Assistance / Alimony / Child Support	Pensions / Retirement / All Other Income
- Gross salary, wages, cash bonuses - Net income from self-employment (farm or business); FARM —refer to line 18 of Schedule 1 or line 34 from Schedule F; BUSINESS —refer to line 12 of Schedule 1 or line 31 from Schedule C. If you are in the U.S. Military: - Basic pay and cash bonuses (do NOT include combat pay, FSSA or privatized housing allowances) - Allowances for off-base housing, food and clothing	- Unemployment benefits - Worker's compensation - Supplemental Security Income (SSI) - Cash assistance from State or local government - Alimony payments - Child support payments - Veteran's benefits - Strike benefits	- Social Security (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 - Regular cash payments from outside household

☐ Black or African American ☐ Native Hawaiian or Other Pacific Islander ☐ White

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.

The above address is for discrimination complaint purposes only.
Return this complete application to your school, not to USDA.

Do not fill out For School Use Only

Annual Income Conversion: Weekly x 52, Bi-weekly (Every 2 Weeks) x 26, Twice a Month x 24, Monthly x 12

How often?

Total Income	Weekly	Bi-Weekly	2x Month	Monthly	Yearly
	☐	☐	☐	☐	☐

Categorical Eligibility ☐

Eligibility	Free	Reduced	Denied
	☐	☐	☐

Date Denied
Mo./Day/Yr.

Reason for Denial or Withdrawal

Determining Official's Signature

Date Mo./Day/Yr.

Confirming Official's Signature

Date Mo./Day/Yr.

Verifying Official's Signature

Date Mo./Day/Yr.

Required for Verification process only

Required for Verification process only

CHIPPEWA FALLS
AREA UNIFIED SCHOOL DISTRICT

District Office
1130 Miles Street
Chippewa Falls, WI 54729-1998

EDUCATIONAL EXCELLENCE

For a Changing Tomorrow

2019-2020 FOOD SERVICE PROGRAMS

Dr. Heidi Taylor-Eliopoulos
Superintendent

Christine McMasters
Director
Pupil Services &
Special Education

Michelle Golden
Director
Human Resources &
Public Relations

Sue Kern
Director
Curriculum &
Instruction

Chad Trowbridge
Director
Business Services &
Finance

Sarah Radcliffe
Director
Educational Technology

Food Service Accounts

An individual meal account is established for every student so they will carry their own account balance. Every student will have a 4 digit PIN number linked to their account that is entered each time a purchase is made.

An Infinite Campus Parent Portal is available for legal guardians to view account details. If you have not been given your access code to the Parent Portal please contact your school office. Once your account is activated, you are able to personalize your username and password. If you have an account and have forgotten your username and password, please click on the orange Help button on the parent portal log in screen.

An Infinite Campus mobile app is available for download from your smart phone's app store. You will need to have a Parent Portal account already created in order for this to work. Once the app is launched, enter the district ID (LXNWQL) and from there you can enter your Parent Portal username and password.

Free and Reduced School Meals

An application for Free and Reduced Price School Meals and Permission to Share Information form are enclosed. If at any point in the school year your financial situation changes, a meal application can be completed. Benefits take effect when the application is received and cannot be back dated.

Information reported on a meal application is confidential and will only be released with the applicant's permission. If an application is approved for free or reduced meals, students are additionally eligible to receive district programs at a reduced or waived cost. Be sure to complete the Permission to Share Information form, within the meal application in order to receive the discounted rates. This form as well as the meal application must be completed annually.

If you have already received notification that you have been approved for free meals for the 2019-2020 school year, do not complete the meal application. However, you will need to complete and return the Permission to Share form to receive the district programs at the discounted rate.

Meal Options and Prices

Breakfast and lunch is offered at all schools. Menus are posted on our district website and on the Infinite Campus mobile app.

Elementary breakfast is \$0.35, Middle School breakfast is \$0.85, and High School breakfast is \$1.00. Additional items may be purchased at the Middle and High School.

Elementary lunch is \$2.25, Middle/High School lunch is \$2.50. Additional items may be purchased at the Middle and High School.

Any student who refuses to take the required meal components set forth by the USDA for breakfast or lunch will be charged the **a la carte price for each item** instead of the regular meal price.

Milk is served with all meals or can be purchased individually for \$0.35. High School offers individually priced a la carte items for purchase at breakfast and lunch. A block can be requested on additional meals and on a la carte so account funds are not used for these purchases. A daily spending limit can also be requested per account. Contact Kirsten for assistance.

Students who qualify for free or reduced meals receive one traditional breakfast and one traditional lunch meal at no cost and must pay for additional items. If a student selects only a carton of milk in lieu of the breakfast or lunch meal, \$0.35 will be deducted from the account as it does not meet the National School Lunch Program guidelines for a qualifying meal.

Dietary Accommodations

School districts are required to provide special dietary accommodations for students having a food-related disability. All students seeking accommodations for a food-related disability must provide an order signed by a licensed physician that contains the following information: (1) the child's food related disability, (2) an explanation of why the disability restricts the child's diet, (3) the major life activity or bodily function affected by the disability and (4) the food or foods to be omitted from the child's diet and the food or choice of food that must be substituted. A link to the Physician Order for Diet Modification form is available on the Food Service page of the district website.

Food Service Account Balances / Transactions

Legal guardians can access each child's account balance and transactions by logging into the Infinite Campus Parent Portal. Select Food Service from the menu on the left. All balances and transactions are displayed in real time.

Account balances can also be viewed from the Infinite Campus mobile app. You need to refresh the page when it opens to obtain the current account balance. Transaction detail is not available through the mobile app.

Low / Negative Account Balances

When a student's account drops below \$7.00, an email will be generated indicating which child is running low and their account balance. If a student's account falls into the negative, an email and a phone call will be generated indicating which child is negative and their account balance.

The food service system is a pre-paid program. If there is not adequate money in an account, purchases will not be allowed. A student will be served a peanut butter & jelly sandwich and a carton of milk if their account is negative, regardless of other sibling account balances. Legal guardians can contact Kirsten to have funds transferred between household member accounts. Request for fund transfers will not be accepted from students.

Food Service Deposits

Deposits can be made online, free of charge and are available for immediate use, through the computer version of the Infinite Campus Parent Portal, under the Payments menu. This reliable and secure electronic payment solution gives you the ability to submit payments for food service transactions 24/7. Deposits can be made via the secure Portal for one child or the entire household on one intuitive screen. Payments cannot be made over the phone or through the Infinite Campus mobile app.

Payments can be mailed or dropped off daily at the Administration Office from 7:00am-4:30pm or placed in the Administration Office after-hours drop box or turned in at any school.

Checks should be made payable to CFAUSD. If payment instructions are not included, funds will be split evenly among all students in the household. Payment instructions should include the student name and amount you want applied to their account. Do not use account numbers, PIN numbers or family ID numbers. Payments are processed by student name.

Contact Us

Kirsten Nesja, Lunch Account Administrator - nesjakj@chipfalls.org or (715) 726-2581

Susan Lang, Food Service Manager - langsr@chipfalls.org or (715) 726-2790

Melissa Panchyshyn, Asst. Food Service Manager - panchymj@chipfalls.org or (715) 726-2406 extension 1151

District Website: cfsd.chipfalls.k12.wi.us

CHIPPEWA FALLS
AREA UNIFIED SCHOOL DISTRICT

District Office
1130 Miles Street
Chippewa Falls, WI 54729-1998

EDUCATIONAL EXCELLENCE

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PERMISSION TO SHARE INFORMATION WITH OTHER PROGRAMS 2019/2020

Dear Parent/Guardian:

To save you time and effort, the information you gave on your Free and Reduced Price School Meals Application may be shared with other programs within our district for which your children may qualify for either a fee waiver or fee reduction. For the programs listed below, we must have your permission to share your child(ren)'s meal eligibility information internally. Sending in this form will not change whether your children get free or reduced price meals, however you may be charged full price if your child(ren) participate in these optional programs. Your child(ren)'s eligibility **cannot** be shared with these programs without your consent.

Yes! I DO want school officials to share my child(ren)'s meal benefit eligibility information with the following programs at the Elementary Schools (select any or all of the following):

- ☐ Milk (for 3 year old Early Childhood program only)
- ☐ University of Wisconsin Eau Claire Summer Institute Youth Program
- ☐ Elementary Explorers program
- ☐ Elementary Enrichment programs

Yes! I DO want school officials to share my child(ren)'s meal benefit eligibility information with the following programs at the Chippewa Falls Middle School (select any or all of the following):

- ☐ Middle School Voyagers program
- ☐ Middle School Athletic programs
- ☐ Middle School Enrichment programs

Yes! I DO want school officials to share my child(ren)'s meal benefit eligibility information with the following programs at the Chippewa Falls Senior High School (select any or all of the following):

- ☐ High School Testing
- ☐ High School Athletic and Academic Activity programs
- ☐ High School Enrichment programs

If you checked any of the boxes above, complete the section below to ensure that your information is handled according to your desires for each of the child(ren) listed below. Your information will be shared only with the programs you checked. Please note that our Food Service staff does need to be aware of your eligibility to ensure your children are properly served breakfast and lunch.

Child's Name: _____ School: _____

Child's Name: _____ School: _____

Child's Name: _____ School: _____

Child's Name: _____ School: _____

Signature of Parent/Guardian _____ Date: _____

Printed Name: _____

Address: _____

Return this form to: CFAUSD, Attn: Lunch Accounts, 1130 Miles St, Chippewa Falls, WI 54729. **For more information:** contact Kirsten Nesja at (715) 726-2581 or nesjakj@chipfalls.org.