



1235 Oak Street • Winnetka, IL 60093
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August, 2011

TO: Parent or Guardian

RE: Winnetka Schools Free Lunch Program

The newly revised income guidelines for free meals in the Winnetka Public Schools are printed on the back of this letter. Children from families whose gross income are at or below the levels shown may be eligible for free lunches.

To apply at any time during the year for free meals for your child(ren), please contact the District Office for an application. All applications must contain complete information on household members and income. You must provide the following information: total household income, the names of **all** household members, social security numbers of all household members 21 years or older or state that a household member does not have one, and the signature of an adult household member.

The District Office will notify you in writing of the approval or denial of your application. If you do not agree with the district's decision, you have a right to a fair hearing. This can be done by calling or writing to the Superintendent at the District Office.

The information you gave on the application may be verified during the school year. In certain cases, foster children are also eligible for these benefits. If you have foster children living with you and wish to apply for such meals for them, please notify us or indicate it on the application. No child will be discriminated against because of race, sex, color, national origin, age or handicap, and all information you provide on the application will be treated confidentially and will be used only for eligibility determinations and verification of data.

If there is a change in your family's income due to reasons such as unemployment or if there is a change in your family's size, please complete a new application or contact us so that appropriate eligibility adjustments can be made. If your child is approved for meal benefits, you must notify the school when your household income either increases or when your household size decreases. You will be notified in writing of the approval or denial of your application. If we can be of any further assistance, please contact the District Office.

Sincerely,

Susan Pingitore, Ed.D.
Chief Financial/Operating Officer