

Saddle River Board of Education

Wandell School

97 East Allendale Road, Saddle River, New Jersey 07458

Tel (201) 327-0727

Fax (201) 327-0704

Louis DeLisio
Interim Superintendent/Principal

Dr. Frank Alfano
Interim Business Administrator/Board Secretary

August 1, 2017

Dear Parent or Guardian:

All students enrolled in New Jersey public schools must be surveyed to determine eligibility into the Free/Reduced Lunch Program. This survey is necessary even if the school does not participate in any of the federally funded Child Nutrition Programs.

Attached is an application for Free/Reduced Price Meals to be used for survey purposes. Please fill out this application as soon as possible, sign it and return it to your child's school. Also attached to assist you in completing this application are the following documents/files: Source of Income Form, How to Apply for Free/Reduced Lunch, Sharing Information with Medicaid and FAQs.

New Jersey is committed to ensure that all children are enrolled in a health insurance program. Information on your meal application will be shared with NJ Family Care to determine if your children qualify to participate in this state insurance program. If you do **not** wish to share your information with Medicaid or NJ Family Care you must complete and sign the enclosed information sharing form for Medicaid or NJ Family Care, and return it to your child's school. Contact information for NJ Family Care is listed below:

NJ Family Care

www.njfamilycare.org

1-800-701-0710

Contact your child's school if you have any questions. Thank you for your cooperation.

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](http://www.ascr.usda.gov/complaint_filing_cust.html), (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.

Please return forms to Diana Festa, Administrative Assistant/ Bookkeeper in the Business Office.

Sincerely,
Frank Alfano

Frank Alfano
Interim School Business Administrator/Board Secretary

Sincerely,
Louis DeLisio

Louis DeLisio
Interim Superintendent/Principal

c: *Members – SRBOE*