Dear Parent/Guardian,

Children need healthy meals to learn. **The School District of Mauston** offers healthy meals every school day. Breakfast costs are free for all students. Lunch costs for grades 4K-2 are $3.10, grades 3-5 $3.20, grades 6-8 $3.30, and grades 9-12 $3.55.

While this does not include a la carte items, individual milk, additional entrees, and second meals, this will ensure that ALL students have access to breakfast for the entire school year. Milk breaks will only be free to students who qualify for free/reduced meals. The breakfast and hot lunch programs will begin on the first day of school. Breakfast is available every day starting at 7:30 AM and goes until school begins. Breakfast and Lunch are available every day for all students and will take place in the cafeterias.

Your children may qualify for free meals or for reduced price meals. Reduced price for lunch is $0.40. Individual milk price is $0.50/carton. 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.

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| FEDERAL ELIGIBILITY INCOME CHART For School Year 2025-26 |
| Household size | Yearly ($) | Monthly ($) | Weekly ($) |
| 1 | 28,953 | 2,413 | 557 |
| 2 | 39,128 | 3,261 | 753 |
| 3 | 49,303 | 4,109 | 949 |
| 4 | 59,478 | 4,957 | 1,144 |
| 5 | 69,653 | 5,805 | 1,340 |
| 6 | 79,828 | 6,653 | 1,536 |
| 7 | 90,003 | 7,501 | 1,731 |
| 8 | 100,178 | 8,349 | 1,927 |
| Each additional person: | 10,175 | 848 | 196 |

* + Children may qualify to receive free or reduced price meals if your household income is at or below the limits on the Federal Income Eligibility Guidelines.
1. 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 Mary O’Brien at 608-847-5451, ext. 6602 or mobrien@maustonschools.org.
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: **Food Service Coordinator, 510 Grayside Ave, Mauston, WI 53948**.
3. 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 **the School District of Mauston Food Service Coordinator, 510 Grayside Ave., Mauston, WI 53948, or by phone at 608-847-5451, ext. 6686 or by email** at foodservice@maustonschools.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.
4. 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 Family Access account at maustonschools.org** to begin or to learn more about the online application process. Contact the School District of Mauston Food Service Coordinator, 510 Grayside Ave., Mauston, WI 53948, or by phone at 608-847-5451, ext. 6686, or by email at foodservice@maustonschools.org **if you have any questions about the application process.**
5. 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 October 14, 2025**,** 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.
6. 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.
7. my child Participates in BADGERCARE PLUS or MEDICAID. Can my child get free meals? Children participating in BadgerCare Plus or Medicaid may be eligible for free or reduced price meals, but it is based on income. Please submit an application.
8. Will the information I give be checked? Yes. We may also ask you to send written proof of the household income you report.
9. 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.
10. 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: **Sue Goyette, 510 Grayside Ave., Mauston, WI 53948, or by phone 608-847-5451, ext 6681 or by email** sgoyette@maustonschools.org
11. 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.
12. 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.
13. 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.
14. 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.
15. 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.
16. 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.
17. IF THIS APPLICATION IS APPROVED WILL MY CHILD RECEIVE SUMMER EBT BENEFITS? Yes. An approved Household Application for Free or Reduced Priced Meals qualifies your household for Summer EBT benefits. More information is available at <https://dpi.wi.gov/school-nutrition/programs/SummerEBT>.

OTHER FREQUENTLY ASKED QUESTIONS

1. HOW DOES MY STUDENT GET CHARGED? The Food Service Program operates on a computerized system. Each student has a unique lunch ID number used to purchase food items. Once the lunch ID number is entered into the computer and an employee verifies the student’s name, it will automatically deduct the amount for the meal (paid, free, or reduced) from the family account. If the student is only purchasing milk or extras (the account must have a positive balance), the employee will enter that information into the computer system, and the correct amount will be deducted from the family account.
2. HOW DO I MAKE A PAYMENT ON MY FAMILY ACCOUNT? We accept cash, check, and credit/debit card payments. Payments can be sent to school with one of your children in a labeled envelope or mailed directly to the School District of Mauston. At the high school and middle school, payments are collected in the front offices, and at the elementary schools, teachers collect the payments. To mail a payment, please send a check to: School District of Mauston, Attn: Food Service Coordinator, 510 Grayside Avenue, Mauston WI 53948. Payments can also be made online through your Skyward Family Access using a system called “eFunds” or paid over the phone at (608) 847-5451 ext. 6686.
3. HOW DO I RESTRICT PURCHASES ON MY STUDENT’S ACCOUNT: If you would like to restrict your child from purchasing extras and a la carte items, please email foodservice@maustonschools.org or call 608-847-5451, ext. 6686.

For more information, call **608-847-5451, ext. 6686 or email** foodservice@maustonschools.org**.**

Sincerely,

**Susan Goyette**

**Sue Goyette
Business Manager**