

**KWS Bear Road Elementary School
Roxboro Road Middle School
North Syracuse Junior High School**

**Supplemental Educational Services
2011-2012**





5355 West Taft Road
North Syracuse, NY 13212

5355 West Taft Road
North Syracuse
New York, 13212
Tel: (315) 218-2100
Fax: (315) 218-2185
www.nscsd.org

Kim J. Dyce Faucette, Ed.D.
Superintendent of Schools

Stanley C. Finkle
Assistant Superintendent for
Instruction

Wayne D. Bleau
Assistant Superintendent for
Management

Fall, 2011

Dear Parent/Guardian:

We are pleased to be writing to you about an exciting opportunity for you and your child. Your child may be eligible for Supplemental Educational Services (SES) at no cost to you.

*As we have previously shared with you, K.W.S. Bear Road Elementary School, Roxboro Road Middle School and North Syracuse Junior High School have been identified as Schools in Need of Improvement. The Federal Law, known as the No Child Left Behind Act requires schools such as ours to offer Supplemental Educational Services. This extra help must take place outside the regular school day and be free of charge to participating students. **The law requires school districts, not families, to pay for these programs.** Supplemental Educational Services may include tutoring (one-on-one), after-school classes, weekend classes, or summer school. A series of "Frequently Asked Questions" is included on the next page to help you understand what SES is, as well as your rights and options.*

Although you have the right to choose any SES provider from the State-approved list, we have identified providers for your consideration. These providers have entered into an agreement with our school district to provide the following:

- ✓ *Set specific achievement goals for the student, which must be developed in consultation with the student's parents.*
- ✓ *A description of how the student's progress will be measured and how the student's parents and teachers will be regularly informed of that progress.*
- ✓ *A timetable for improving the student's achievement.*
- ✓ *An assurance that supplemental educational services will be provided consistent with applicable health, safety, and civil rights laws.*

This is an excellent opportunity for your child to receive instruction that is tailored to your child's needs. We hope that you and your child recognize the benefits this program can provide and will commit to participating. Please complete and return the attached SES registration form by October 15, 2011. If you or your child have any questions regarding Supplemental Educational Services, please call your school's principal at:

*K.W.S. Bear Road Elementary School – 315/218-2400
Roxboro Road Middle School – 315/218-3300
North Syracuse Junior High School – 315/218-3600*

Sincerely,

*Stanley C. Finkle
Assistant Superintendent for Instruction*

Answers to Your Questions

What are supplemental educational services? Supplemental Education Services (SES) offers free tutoring to students in English Language Arts and Mathematics. Tutoring is done before school, after school, or weekends. SES tutoring is designed to help students catch up if they are behind in Reading, Language Arts, and Math; it is not meant to be used as homework help.

Is my child eligible for this free tutoring? Students are eligible for SES tutoring if they meet the following criteria: They must be enrolled as a student at K.W.S Bear Road Elementary School, Roxboro Road Middle School, or North Syracuse Junior High School and they must qualify for free or reduced lunch.

Are SES really free? Yes, there is no direct cost to students or their family. The No Child Left Behind Act of 2001 requires the local school districts to pay for these mandated supplemental educational services.

Will transportation be provided? No, the school district is not required to provide transportation to tutoring sites. However, if tutoring occurs at the Roxboro Road Middle School or the North Syracuse Junior High School, students may be able to take advantage of the normally scheduled late buses.

What SES provider can I choose? Parents may select any provider from the State-approved list, as long as the provider is able to provide services in the North Syracuse area. Such services may include one-on-one tutoring, small group tutoring, e-learning, online, or distance learning technology. In choosing a provider from the State-approved list, parents may want to consider among other things: where and when the provider offers services, how often and for how long students will be served, how students are grouped during tutoring, whether the provider can meet the academic needs of their child, the qualifications of tutors, and how student progress will be measured. Included in this packet is a listing of SES providers that operate in our area and that have expressed a desire to work with K.W.S. Bear Road Elementary School, Roxboro Road Middle School and North Syracuse Junior High School students.

How do I register my child for SES services? Provided that your child meets eligibility requirements, after reviewing the profiles and choosing a provider, you simply need to fill out the enclosed registration form and return it to your child's school by October 15, 2011. Once we receive the application and verify eligibility, the SES provider will contact you.

SES Provider Profiles

Huntington Learning Centers, Inc.

8395 Oswego Road, Suite 6A
Baldwinsville, NY 13027
Phone: 315-622-2515



Candace Edwards, Executive Director, cbedwards1@aol.com
www.huntingtonlearning.com

What programs does this provider offer?

Subject Areas: English Language Arts and Math

Grades: K-12

Type of Instruction: One to one or small group tutoring

Maximum Tutor to Student Ratio: 1:1 or 1:6, typically 1:4

Special Needs: English Language Learners and students with disabilities

When and where will services be provided?

Time of Service: After school and weekends (Center only)

Services to be given at: Schools, local community center, Huntington Learning Center

How often will tutoring be provided? Varies by school

Average Number of sessions per week: 2 sessions

Average Length of each session: 1.5-2 hours

What kind of experience does this provider claim?

35 years of delivering services

What are the qualifications of the provider's staff? Certified Teachers with Huntington Certification

What is the demonstrated effectiveness of the provider? Current year data concludes an average gain of at least 2.03 grade equivalent in Reading Comprehension and 2.10 grade equivalent in Math scores.

SERVICES	BRE	RRM	NSJH
All instructors NYS certified	Y	Y	Y
ELA Tutoring	Y	Y	Y
Math Tutoring	Y	Y	Y
@ School	Y	Y	Y
@ Community Center/Library	Y	Y	Y
Provider Service Center	Y	Y	Y
Home Tutoring	N	N	N
Weekly Reports to Parents	Y	Y	Y
Handicap Accessible	Y	Y	Y
Weekday Tutoring	Y	Y	Y
Saturday Tutoring	Y	Y	Y
By Appointment Tutoring	Y	Y	Y
Transportation-Bus Passes	Y	Y	Y

Iglesia Educational Centers

499 South Warren Street, Suite 604
Syracuse, NY 13202
Phone: 315-466-6036 Fax: 315-475-1752



Robert Berson, Executive Director
E-mail: rberson@iglesiaeducation.com

What programs does this provider offer?

Subject Areas: English Language Arts, Reading and Mathematics

Grades: K-12

Type of Instruction: One to one or small group tutoring

Maximum Tutor to Student Ratio: 1:1 up to 1:4

Special Needs: English Language Learners and students with disabilities

When and where will services be provided?

Time of Service: Before school and after school

Services to be given at: Schools

How often will tutoring be provided? 3 sessions per week (Tuesday-Thursday)

Average Length of each session: 1 to 1.5 hours for a total of approximately 45 hours

What kind of experience does this provider claim?

Iglesia Services Inc. has been in business for 15 years, and has provided academic enrichment programs and tutoring to over 25,000 students.

What are the qualifications of the provider's staff? Iglesia Services Inc. employs over 200 tutoring staff including certified teachers, certified teaching assistants, college graduates, retired teachers and professionals.

What is the demonstrated effectiveness of the provider? Iglesia Services Inc. became an approved SES provider in 2006, and is now one of the largest SES providers in New York State. Iglesia has exceptional student attendance and retention. Eighty percent of Iglesia students maxed out their tutoring hours during the 2010-2011 school year.

SERVICES	BRE	RRM	NSJH
All instructors NYS certified	Y	Y	Y
ELA Tutoring	Y	Y	Y
Math Tutoring	Y	Y	Y
@ School	Y	Y	Y
@ Community Center/Library	Y	Y	Y
Provider Service Center	N	N	N
Home Tutoring	N	N	N
Weekly Reports to Parents	Y	Y	Y
Handicap Accessible	Y	Y	Y
Weekday Tutoring	Y	Y	Y
Saturday Tutoring	Y	Y	Y
By Appointment Tutoring	Y	Y	Y
Transportation-Bus Passes	Y	Y	Y

SES Provider Profiles

Learner First LLC

721 Broadway
Kingston, NY 12401
Phone: 845-339-2008



What programs does this provider offer?

Subject Areas: English Language Arts, Math and Reading

Grades: K-12

Type of Instruction: Small group blended instruction and online

Maximum Tutor to Student Ratio: Average 1:4, Max 1:10

Special Needs: English Language Learners and students with disabilities

When and where will services be provided?

Time of Service: After school blended learning programs and/or online

Services to be given at: Schools

How often will tutoring be provided? Monday, Tuesday, Wednesday, Thursday at locations

Average Length of each session: 1.5 hours

What kind of experience does this provider claim?

Learner First works with over 50 schools in New York and also works with schools in New Jersey.

What are the qualifications of the provider's staff? All tutors are State Certified Teachers in the subject in which they are teaching.

What is the demonstrated effectiveness of the provider? Students completing the Learner First program have shown significant academic gains in post-test assessments and parent surveys confirm increased knowledge and confidence.

SERVICES	BRE	RRM	NSJH
All instructors NYS certified	Y	Y	Y
ELA Tutoring	Y	Y	Y
Math Tutoring	Y	Y	Y
@ School	Y	Y	Y
@ Community Center/Library	Y	Y	Y
Provider Service Center	Y	Y	Y
Home Tutoring	Y	Y	Y
Weekly Reports to Parents	Y	Y	Y
Handicap Accessible	Y	Y	Y
Weekday Tutoring	Y	Y	Y
Saturday Tutoring	N	Y	Y
By Appointment Tutoring	Y	Y	Y
Transportation-Bus Passes	Y	Y	Y

Murray Learning Services

P.O. Box 237
Pennellville, NY 13132
Phone: 315-247-9614 or 313-360-0681



What programs does this provider offer?

Type of Instruction: One to one or small group tutoring

Subject Areas: English Language Arts and Math

Grades: K-9

Maximum Tutor to Student Ratio: 1:1 up to a maximum 1:8

Special Needs: English Language Learners and students with disabilities.

When and where will services be provided?

Time of Service: Before/after school & weekends – flexible scheduling

Services to be given at: Schools, libraries, community centers

How often will tutoring be provided? Average of 2 sessions per week

Average Length of each session: 1.5 hours

What kind of experience does this provider claim?

Murray Learning has been a supplemental educational services provider for over nine years. We are locally owned and operated. During that time we have helped hundreds of students meet or exceed their educational goals.

What are the qualifications of the provider's staff? Certified Teachers or highly qualified Certified Teaching Assistants

What is the demonstrated effectiveness of the provider? Students who completed the 2009-2010 program showed increased academic gains and mastered objectives as stated in their individual learning plans.

SERVICES	BRE	RRM	NSJH
All instructors NYS certified	Y	Y	Y
ELA Tutoring	Y	Y	Y
Math Tutoring	Y	Y	Y
@ School	Y	Y	Y
@ Community Center/Library	Y	Y	Y
Provider Service Center	N	N	N
Home Tutoring	Y	Y	Y
Weekly Reports to Parents	Y	Y	Y
Handicap Accessible	Y	Y	Y
Weekday Tutoring	Y	Y	Y
Saturday Tutoring	Y	Y	Y
By Appointment Tutoring	Y	Y	Y
Transportation-Bus Passes	Y	Y	Y

SES Provider Profiles

Read and Succeed

701 Brazos St., Suite 500
Austine, TX 78701
Phone: 315-675-3303



What programs does this provider offer?

Subject Areas: English Language Arts

Grades: 6-12

Type of Instruction: Individual

Maximum Tutor to Student Ratio: 1:1

Special Needs: English Language Learners and students with disabilities

When and where will services be provided?

Time of Service: After school

Services to be given at: Schools, community centers, libraries, and homes, via technology

How often will tutoring be provided?: 2-3 times a week

Average Length of each session: At least 30 minutes

What kind of experience does this provider claim?

What are the qualifications of the provider's staff? All tutors are New York State certified teachers. Academic coaches are high school graduates with specialized training in RapidResults programming and technology. Progress is monitored by an educator with an advanced degree and teaching experience in reading instruction.

What is the demonstrated effectiveness of the provider? Most students who complete the program improve one or more grade levels in reading proficiency.

SERVICES	BRE	RRM	NSJH
All instructors NYS certified	Y	Y	Y
ELA Tutoring	Y	Y	Y
Math Tutoring	N	N	N
@ School	Y	Y	Y
@ Community Center/Library	Y	Y	Y
Provider Service Center	N	N	N
Home Tutoring	Y	Y	Y
Weekly Reports to Parents	Monthly	Monthly	Monthly
Handicap Accessible	N/A	N/A	N/A
Weekday Tutoring	Y	Y	Y
Saturday Tutoring	Y	Y	Y
By Appointment Tutoring	Y	Y	Y
Transportation-Bus Passes	N	N	N

Smarties Tutoring Services

59 Elm Street, Suite 330A
New Haven, CT 06510
Phone: 315-410-7191, Ext. 419
Toll Free 888-262-1059, Ext 419



What programs does this provider offer?

Subject Areas: English Language Arts and Math

Grades: K-8

Type of Instruction: Small Group

Maximum Tutor to Student Ratio: 1:6 up to 1:8

Special Needs: English Language Learners and students with disabilities

When and where will services be provided?

Time of Service: After school, before school and weekends

Services to be given at: School child attends

How often will tutoring be provided? 2-3 times a week

Average Number of sessions per week: 2 sessions

Average Length of each session: 1 - 1.5 hours

What kind of experience does this provider claim?

Smarties Tutoring Services tutors students using a state-of-the-art curriculum by experienced teachers who are enthusiastic about helping children improve their academic skills. We recognize that each child is unique, and we strive to meet the specific needs of each of our students. We set students up for success by expecting rigorous work, while giving them the support they need. In addition to direct instruction with certified teachers, students will also have access to our computer component for the entire school year. It can be accessed from any internet-connected computer.

What are the qualifications of the provider's staff? Tutors are New York State certified teachers.

What is the demonstrated effectiveness of the provider? Four out of five students improve their pre-test scores by more than 25% in at least one component of literacy and half increase their scores by more than 80%. In math, half of our students increase their scores by nearly 60% in at least one mathematics content standard.

SERVICES	BRE	RRM	NSJH
All instructors NYS certified	Y	Y	Y
ELA Tutoring	Y	Y	Y
Math Tutoring	Y	Y	Y
@ School	Y	Y	Y
@ Community Center/Library	N	N	N
Provider Service Center	N	N	N
Home Tutoring	N	N	N
Weekly Reports to Parents	Y	Y	Y
Handicap Accessible	Y	Y	Y
Weekday Tutoring	Y	Y	Y
Saturday Tutoring	Y	Y	Y
By Appointment Tutoring	N	N	N
Transportation-Bus Passes	Y	Y	Y

SES Provider Profiles

Sylvan Learning Center

E. Syracuse Location:
212 E. Manlius St.
E. Syracuse, NY 13057
Phone: 315-433-9015



What programs does this provider offer?

Type of Instruction: Individualized instruction

Subject Areas: English Language Arts & Math

Grades: K-12

Maximum Tutor to Student Ratio: 1:3

Special Needs: English Language Learners and students with disabilities

When and where will services be provided?

Time of Service: After school and weekends, individually scheduled

Services to be given at: East Syracuse Sylvan Learning Center

How often will tutoring be provided? Average Number of sessions per week: 2-6

Average Length of each session: 1 hour

What kind of experience does this provider claim?

Since 1979 Sylvan has been providing services to students nationwide and locally in Syracuse for 23 plus years.

What are the qualifications of the provider's staff? All tutors are State Certified Teachers.

What is the demonstrated effectiveness of the provider? Tests show that Sylvan students make significant growth in Reading and Math skills as a result of participating in the research based individualized instruction at Sylvan.

SERVICES	BRE	RRM	NSJH
All instructors NYS certified	Y	Y	Y
ELA Tutoring	Y	Y	Y
Math Tutoring	Y	Y	Y
@ School	N	N	N
@ Community Center/Library	N	N	N
Provider Service Center	Y	Y	Y
Home Tutoring	N	N	N
Weekly Reports to Parents	Y	Y	Y
Handicap Accessible	Y	Y	Y
Weekday Tutoring	Y	Y	Y
Saturday Tutoring	Y	Y	Y
By Appointment Tutoring	Y	Y	Y

Watts Academic Tutoring and Teaching

466 Westcott Street
Syracuse, NY 13210
Phone: 315-214-4800
Jerome Watts, Ed.D. and Lisa Watts
jwatts@wattseducation.com

What programs does this provider offer?

Type of Instruction: Small group computer assisted learning/instruction

Subject Areas: English Language Arts, Reading and Math

Grades: K-12

Maximum Tutor to Student Ratio: Up to 1:4

Special Needs: English Language Learners and students with disabilities

When and where will services be provided?

Time of Service: After school

Services to be given at: Homes, schools, community sites and center (Monday through Friday until 7:30 PM and Saturdays from 9:00 AM-3:00 PM)

How often will tutoring be provided?: 2 sessions per week

Average Length of each session: 1.5 hours up to 30 hours total

What kind of experience does this provider claim?

Dr. Watts has created and implemented programs to improve teaching and learning across New York State as an elementary teacher and administrator. (See wattseducation.com for more information.)

What are the qualifications of the provider's staff? Certified teachers only.

What is the demonstrated effectiveness of the provider? Watts Academic Tutoring and Teaching Services includes the A+ Anywhere computer based learning program and Pearson Intervention materials. Both programs have proven results in improving student achievement along with Dr. Watt's demonstrated effectiveness in creating the I'M READY program for students in the Rochester City School District. Transportation is provided.

SERVICES	BRE	RRM	NSJH
All instructors NYS certified	Y	Y	Y
ELA Tutoring	Y	Y	Y
Math Tutoring	Y	Y	Y
@ School	Y	Y	Y
@ Community Center/Library	Y	Y	Y
Provider Service Center	Y	Y	Y
Home Tutoring	Y	Y	Y
Weekly Reports to Parents	Y	Y	Y
Handicap Accessible	Y	Y	Y
Weekday Tutoring	Y	Y	Y
Saturday Tutoring	Y	Y	Y
By Appointment Tutoring	Y	Y	Y
Transportation-Bus Passes	Y	Y	Y



North Syracuse Central School District
KWS Bear Road Elementary/Roxboro Road Middle School/North Syracuse Junior High School

2011-2012 Supplemental Educational Services
Registration and Selection Form

1. Write your 1st, 2nd and 3rd choice of tutoring agencies on the lines provided. If your first choice is not available, your child will be assigned to your 2nd or 3rd choice.
2. If you think that you may be eligible for free/reduced lunch, but have not been previously approved, please fill out the Free and Reduced Lunch application and return it with this selection form.

Supplemental Educational Services Providers

- A. Huntington Learning Center
- B. Iglesia Educational Centers
- C. Learner First, LLC
- D. Murray Learning Services
- E. Read and Succeed
- F. Smarties Tutoring Services
- G. Sylvan Learning
- H. Watts Academic Tutoring

1st Choice _____

2nd Choice _____

3rd Choice _____

Please indicate first, second and third choices on the lines above.

Only eligible students may apply. Please fill out one form per eligible child.

Child's Name _____ Child's School _____

Date of Birth (mm/dd/yy) _____ Child's Grade Level _____

Parent's Name _____

Home Address _____ Zip _____

Home Telephone _____ Work Telephone _____ Cell _____

E-MailAddress: _____

Please return this completed form and the lunch application (if newly applying) to:

K.W.S. Bear Road Elementary School
SES Attn: Matthew Motola, Principal
5590 Bear Road
North Syracuse, NY 13212

Roxboro Road Middle School
SES Attn: Steve Wolf, Principal
300 Bernard Road
Mattydale, NY 13211

North Syracuse Junior High School
SES Attn: Reginald White,
Associate Principal
5353 West Taft Road
North Syracuse, NY 13212

PLEASE READ AND SIGN

I understand that services will not begin until after I have **received confirmation** from the North Syracuse Central School District that funding is available and my child is eligible for these services.

I authorize the District to release any and all **education records** relating to my child to the tutoring agencies that I have chosen. I understand that these records will be released so that the tutor may better meet the needs of my child. This includes, but is not limited to, Individualized Education Plans, 504 Plans, AIS plans, and report cards.

Parent/Guardian Signature _____ Date _____

FOR OFFICE USE ONLY

Free/Reduced Lunch eligible _____ SES Provider _____ Confirmation _____

Letter to Parents for School Meal Programs

Dear Parent/Guardian:

Children need healthy meals to learn. North Syracuse Central Schools offers healthy meals every school day. **Breakfast costs \$1.25. Lunch prices are: Elementary/\$1.75 - Middle/\$2.00 & Secondary Schools/ \$2.25.**

Your children may qualify for free meals or reduced price meals. Reduced price is \$0.25 for breakfast and \$0.25 for lunch.

- 1. Do I need to fill out an application for each child?** No. Complete the application to apply for free or reduced price meals. 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 Office – North Syracuse CSD, 5520A East Taft Rd., North Syracuse NY, 13212.
- 2. Who can get free meals?** All children in households receiving benefits from **food stamps, the Food Distribution Program on Indian Reservations** or TANF, can get free meals regardless of your income. Also, your children can get free meals if your household's gross income is within the free limits on the Federal Income Eligibility Guidelines.
- 3. Can foster children get free meals?** Yes, foster children that are under the legal responsibility of a foster care agency or court, are eligible for free meals. Any foster child in the household is eligible for free meals regardless of income.
- 4. Can homeless, runaway, and migrant children get free meals?** Yes, children who meet the definition of homeless, runaway, or migrant qualify for free meals. If you haven't been told your children will get free meals, please call: **Homeless Liaison - Donna Marie Norton (315) 218-2121 to see if they qualify.**
- 5. Who can get reduced price meals?** Your children can get low cost meals if your household income is within the reduced price limits on the Federal Eligibility Income Chart, shown on this application.
- 6. Should I fill out an application if I received a letter this school year saying my children are approved for free meals?** Please read the letter you got carefully and follow the instructions. Call the Food Service Office at **(315) 218-2176** if you have questions.
- 7. My child's application was approved last year. Do I need to fill out another one?** Yes. Your child's application is only good for that school year and for the first few days of this school year. You must send in a new application unless the school told you that your child is eligible for the new school year.
- 8. I get WIC. Can my child(ren) get free meals?** Children in households participating in WIC may be eligible for free or reduced price meals. Please fill out a FREE/REDUCED PRICE MEAL application.
- 9. Will the information I give be checked?** Yes and we may also ask you to send written proof.
- 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 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: **Wayne Bleau, Ph- 218-2119, 5355 W. Taft Rd. N. Syracuse NY 13212.**
- 12. May I apply if someone in my household is not a U.S. citizen?** Yes. You or your child(ren) do not have to be U.S. citizens to qualify for free or reduced price meals.
- 13. Who should I include as members of my household?** You must include all people living in your household, related or not (such as grandparents, other relatives, or friends) who share income and expenses. You must include yourself and all children living with you. If you live with other people who are economically independent (for example, people who you do not support, who do not share income with you or your children, and who pay a pro-rated share of expenses), do not include them.
- 14. 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.
- 15. We are in the military. do we include our housing allowance as income?** If you get an off-base housing allowance, it must be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income.
- 16. My spouse is deployed to a combat zone...is his/her combat pay counted as income?** No, if the combat pay is received in addition to his/her basic pay because of deployment and it wasn't received before he/she was deployed, combat pay is not counted as income. Contact your school for more information.
- 17. My family needs more help. Are there other programs we might apply for?** To find out how to apply for **food stamps** or other assistance benefits, contact your local assistance office or call **1-800-342-3009**.

2011-2012 Income Eligibility Guidelines for Free and Reduced Price Meals
REDUCED PRICE ELIGIBILITY INCOME CHART

Total Family Size	Annual	Monthly	Twice per Month	Every Two Weeks	Weekly
1	\$20,147	\$1,679	\$840	\$775	\$388
2	\$27,214	\$2,268	\$1,134	\$1,047	\$524
3	\$34,281	\$2,857	\$1,429	\$1,319	\$660
4	\$41,348	\$3,446	\$1,723	\$1,591	\$796
5	\$48,415	\$4,035	\$2,018	\$1,863	\$932
6	\$55,482	\$4,624	\$2,312	\$2,134	\$1,067
7	\$62,549	\$5,213	\$2,607	\$2,406	\$1,203
8	\$69,616	\$5,802	\$2,901	\$2,678	\$1,339
*Each additional household member add:	\$7,067	\$589	\$295	\$272	\$136

How to Apply: To get free or reduced price meals for your children you may submit a Direct Certification letter received from the NYS Office of Temporary and Disability Assistance, OR carefully complete one application for your household and return it to the designated office. If you now receive food stamps, Temporary Assistance to Needy Families (TANF) for any children, or participate in the Food Distribution Program on Indian Reservations (FDPIR), the application must include the children’s names, the household food stamp, TANF or FDPIR case number and the signature of an adult household member. All children should be listed on the same application. If you do not list a food stamp, TANF or FDPIR case number for all the children for whom you are applying, the application must include the names of everyone in the household, the amount of income each household member, and how often it is received and where it comes from. It must include the signature of an adult household member and the last four digits of that adult’s social security number, or check the box if the adult does not have a social security number. An application that is not complete cannot be approved. Contact your local Department of Social Services for your food stamp or TANF case number or complete the income portion of the application.

Reporting Changes: The benefits that you are approved for at the time of application are effective for the entire school year. You no longer need to report changes for an increase in income or decrease in household size, or if you no longer receive food stamps.

Income Exclusions: The value of any child care provided or arranged, or any amount received as payment for such child care or reimbursement for costs incurred for such care under the Child Care Development (Block Grant) Fund should not be considered as income for this program.

Nondiscrimination Statement: This explains what to do if you believe you have been treated unfairly. In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write: USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call (202) 720-5964. USDA is an equal opportunity provider and employer.

Meal Service to Children With Disabilities: Federal regulations

require schools and institutions to serve meals at no extra charge to children with a disability which may restrict their diet. A student with a disability is defined in 7CFR Part 15b.3 of Federal regulations, as one who has a physical or mental impairment which substantially limits one or more major life activities. Major life activities are defined to include functions such as caring for one’s self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working. You must request the special meals from the school and provide the school with medical

certification from a medical doctor. If you believe your child needs substitutions because of a disability, please get in touch with us for further information, as there is specific information that the medical certification must contain.

Confidentiality: The United States Department of Agriculture has approved the release of students names and eligibility status, without parent/guardian consent, to persons directly connected with the administration or enforcement of federal education programs such as Title I and the National Assessment of Educational Progress (NAEP), which are United States Department of Education programs used to determine areas such as the allocation of funds to schools, to evaluate socioeconomic status of the school’s attendance area, and to assess educational progress. Information may also be released to State health or State education programs administered by the State agency or local education agency, provided the State or local education agency administers the program, and Federal, State or local nutrition programs similar to the National School Lunch Program. Additionally, all information contained in the free and reduced price application may be released to persons directly connected with the administration or enforcement of programs authorized under the National School Lunch Act (NSLA) or Child Nutrition Act (CNA); including the National School Lunch and School Breakfast Programs, the Special Milk Program, the Child and Adult Care Food Program, Summer Food Service Program and the Special Supplemental Nutrition Program for Women Infants and Children (WIC); the Comptroller General of the United States for audit purposes, and federal, State or local law enforcement officials investigating alleged violation of the programs under the NSLA or CNA.

The disclosure of eligibility information not specifically authorized by the NSLA requires a written consent statement from the parent/guardian. We will let you know when your application is approved or denied.

Sincerely,
 Louise D’Angelo
 Food Service Director



Date Withdrew _____

___ F ___ R ___ D
_____ *Temp Free Expires

2011-2012 Application for Free and Reduced Price School Meals

Food Service Office – North Syracuse Central School District / 5520A East Taft Rd. North Syracuse NY 13212

To apply for free and reduced price meals for your children, read the instructions on the back, complete **only one** form for your household, sign your name and return it to the Food Service Office listed above. Call (315)218-2176, if you need help. Additional names may be listed on a separate paper.

1. List all children in your household who attend school:

Student Name	School	Grade/Teacher	Foster Child <input checked="" type="checkbox"/>	No Income <input checked="" type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>

2. Food Stamp or TANF Benefits:

If anyone in your household receives either food stamp, TANF or FDIPIR benefits, list their name and CASE # here. Skip to Part 5, and sign the application.

Name: _____ CASE # _____

3. If any child you are applying for is homeless, migrant or a runaway, please call this number: (315) 218-2121

Homeless Migrant Runaway (Homeless Liaison-Donna Marie Norton)

4. Household Gross Income: List all people living in your household, how much and how often they are paid (weekly, every other week, twice per month, monthly). If you have listed a foster child above, you must report their personal income.

Name of household member	Earnings from work before deductions <i>Amount / How Often</i>	Child Support, Alimony <i>Amount / How Often</i>	Pensions, Retirement Payments <i>Amount / How Often</i>	Other Income, Social Security <i>Amount / How Often</i>	No Income <input checked="" type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>

5. Signature: An adult household member must sign this application and provide the last four digits of their Social Security Number (SS#), or mark the "I do not have a SS# box" before it can be approved.

I certify (promise) that all of the information on this application is true and that all income is reported. I understand that the information the school will get federal funds; the school officials may verify the information and if I purposely give false information, I may be prosecuted under applicable State and federal laws, and my children may lose meal benefits.

Signature: _____ Date: _____

Email Address: _____ Last Four Digits of Social Security Number: *****-__-__-__

I do not have a SS#

Home Phone _____ Work Phone _____ Home Address _____

DO NOT WRITE BELOW THIS LINE – FOR SCHOOL USE ONLY

Annual Income Conversion (Only convert when multiple income frequencies are reported on application)
Weekly X 52; Every Two Weeks (bi-weekly) X 26; Twice Per Month X 24; Monthly X 12

- Food Stamp/TANF/Foster
- Income Household: Total Household Income/How Often: _____ / _____ Household Size: _____
- Free Meals Reduced Price Meals Denied/Paid Temporary Free 45 Days Expires ___/___/___

Date Notice Sent: _____ Signature of Reviewing Official _____

APPLICATION INSTRUCTIONS

To apply for free and reduced price meals, submit a Direct Certification letter received from the Office of Temporary and Disability Assistance OR complete only one application for your household using the instructions. Sign the application and return the application to the Food Service Office listed at the top of the application. If you have a foster child in your household, you may include them on your application. A separate application is no longer needed. Call the Food Service Office if you need help: (315) 218-2176. Ensure that all information is provided. Failure to do so may result in denial of benefits for your child or unnecessary delay in approving your application.

PART 1 ALL HOUSEHOLDS MUST COMPLETE STUDENT INFORMATION. DO NOT FILL OUT MORE THAN ONE APPLICATION FOR YOUR HOUSEHOLD.

- (1) Print the names of the children, including foster children, for whom you are applying on one application.
 - (2) List their grade and school.
 - (3) Check the box to indicate a foster child living in your household, and check the box for each child with no income.
-

PART 2 HOUSEHOLDS GETTING FOOD STAMPS, TANF OR FDPIR SHOULD COMPLETE PART 2 AND SIGN PART 5.

- (1) List a current Food Stamp, TANF or FDPIR (Food Distribution Program on Indian Reservations) case number of anyone living in your household. Do not use the 16-digit number on your benefit card. The case number is provided on your benefit letter. The number begins with an F or a P
 - (2) An adult household member must sign the application in PART 5. SKIP PART 4. Do not list names of household members or income if you list a food stamp case number, TANF or FDPIR number.
-

PART 3 Before completing an application for a child who may be homeless, a migrant education student, or a runaway, please call your school's homeless liaison or migrant education coordinator at this number:

(Homeless Liaison/Donna Marie Norton (315) 218-2121)

PARTS 4 & 5 ALL OTHER HOUSEHOLDS MUST COMPLETE THESE PARTS AND ALL OF PART 5.

- (1) Write the names of everyone in your household, whether or not they get income. Include yourself, the children you are applying for, all other children, your spouse, grandparents, and other related and unrelated people in your household. Use another piece of paper if you need more space.
 - (2) Write the amount of current income each household member receives, before taxes or anything else is taken out, and indicate where it came from, such as earnings, welfare, pensions and other income. If the current income was more or less than usual, write that person's usual income. **Specify how often this income amount is received: weekly, every other week (bi-weekly), 2 x per month, monthly.** The value of any child care provided or arranged, or any amount received as payment for such child care or reimbursement for costs incurred for such care under the Child Care and Development Block Grant, TANF and At Risk Child Care Programs should **not** be considered as income for this program.
 - (3) The application must include the last four digits only of the social security number of the adult who signs **PART 5** if Part 4 is completed. If the adult does not have a social security number, check the box. If you listed a food stamp, TANF or FDPIR number, a social security number is not needed.
-
-

OTHER BENEFITS: Your child may be eligible for benefits such as Medicaid or Children's Health Insurance Program (CHIP). In order to determine if your child is eligible, program officials need information from your free and reduced price meal application. Your written consent is required before any information may be released. Please refer to the attached parent Disclosure Letter and Consent Statement for information about other benefits.

PRIVACY ACT STATEMENT

Privacy Act Statement: This explains how we will use the information you give us.

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 are not required when you apply on behalf of a foster child or you list a Food Stamp, 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.

DISCRIMINATION COMPLAINTS

Non-discrimination Statement: This explains what to do if you believe you have been treated unfairly. "In accordance with Federal Law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Adjudication, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call toll free (866) 632-9992 (Voice). Individuals who are hearing impaired or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish). USDA is an equal opportunity provider and employer."



**5355 West Taft Road
North Syracuse, NY 13212**

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Still Have Questions???

- ✓ *Talk to your child's teacher and/or counselor.*
- ✓ *Call the provider. You will find the numbers listed at the top of each provider's profile.*
- ✓ *Attend a Parent Information Night.*
- ✓ *Go to the New York State website at [www. http://www.emsc.nysed.gov/nclb/ses/](http://www.emsc.nysed.gov/nclb/ses/) for more information.*
- ✓ *Go to the North Syracuse Central School District website at NSCSD.org and select the link to Supplemental Educational Services.*
- ✓ *Call Stanley Finkle, Assistant Superintendent for Instruction - North Syracuse Central School District at 218-2118.*