

## **2016-2017 Tyngsborough School District Free & Reduced Lunch Program**

The Tyngsborough Public School District, along with our partner, Whitsons School Nutrition, appreciates the critical role we play in ensuring the health and well-being of our students. For the 2016-2017 school year, Tyngsborough Elementary School lunch cost \$2.70/day; Tyngsborough Middle School and High School lunches cost \$2.90/day. Tyngsborough families may qualify for free or reduced price lunch. Reduced price lunch is 40 cents/day for the district.

To find out if your household is eligible, parents/guardians are encouraged to fill out a 2016-2017 Free and Reduced Lunch application. Also, please refer to the Free and Reduced "Frequently Asked Questions" document and the "How to Apply for Free and Reduced Price School Meals" document as reference guides on the application process. To access the forms, go to: [tms.tyngsboroughps.org](http://tms.tyngsboroughps.org), click on "Parents & Students" tab, click on "Forms & Resources" link, then click on "Forms" link, then click on "Free and Reduced Lunch Forms."

For more information, please contact Rachel Leo, Tyngsborough School District Free & Reduced Lunch Coordinator at 978-649-3115, [Rachel.leo@tyngsboroughps.org](mailto:Rachel.leo@tyngsboroughps.org), or Tyngsborough Whitsons Food Service at 978-649-7571, x2124, email: [lupolis@whitsons.com](mailto:lupolis@whitsons.com).

### **Filing a Complaint/Requesting a Hearing:**

If you apply and are denied free or reduced lunch, and you do not agree with the decision, you may discuss it with **Rachel Leo, District Free & Reduced Lunch Coordinator** at **978-649-3115** or [rachel.leo@tyngsboroughps.org](mailto:rachel.leo@tyngsboroughps.org).

If you wish to review the decision further, you have a right to a fair hearing. This can be done by calling or writing the following official:

DONALD CIAMPA, SUPERINTENDENT  
TYNGSSBOROUGH PUBLIC SCHOOLS  
50 NORRIS ROAD, TYNGSBOROUGH, MA 01879  
PHONE: 978-649-0788, EMAIL: [DONALD.CIAMPA@TYNGSBOROUGHPS.ORG](mailto:DONALD.CIAMPA@TYNGSBOROUGHPS.ORG)

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**Non-Discrimination Statement:** This explains what to do if you believe you have been treated unfairly.

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Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, 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](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](mailto:program.intake@usda.gov).

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