

NEWSNOTE

VOLUME 1, ISSUE 2 SEPTEMBER 23, 2020

FROM THE PRINCIPAL’S DESK...

Happy Wednesday!

We have made it through our first full week of school! Thank you for your patience and support as we navigate this new unique school year.

This Thursday evening is our virtual Meet the Teacher Night. You should be receiving a Zoom or Google Meets invite from your child’s teacher. If you do not receive one, please let me know. Please log onto the sessions and meet your child’s teacher and learn about what is going on in their classrooms.

This Friday will be our first dress down day for a cause. If your child would like to dress down, please send in \$1.00. Acceptable dress down attire is contained in the uniform policy. The money raised will assist us in supporting our reopening plans. In addition, thanks to a very generous donation from Mr. Salvatore, any family that donates more than \$1.00 will be entered into a drawing to win a \$50.00 certificate from Russell’s!

Following the Governor’s directive, I am required to post information daily to the state's COVID-19 School Report Card dashboard.

Have a great week!

God's Peace and Love,
Mrs. Kwitowski

FALL BOOKFAIR

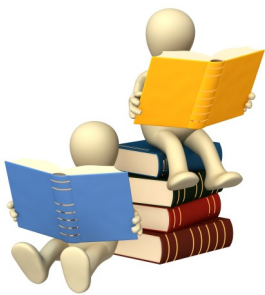
The theme of this fall’s Scholastic Book Fair is the “Book Fair Time Machine” and don’t we all wish that we could move past all of this uncertainty!

Our fall fair will be an ONLINE only fair, and you’re invited to shop our Scholastic Book Fair from September 23 through October 7.

All purchases benefit our school and connect kids with new books, favorite characters, complete series, and more. Help SME reach its goal of \$2000 in sales!

Starting TODAY, visit our Book Fair Homepage and click “Shop Now” to get started:

<https://www.scholastic.com/bf/fall2020>



Happy reading,

Bernadette Bookmiller
SME Bookfair Chair



UPCOMING EVENTS:

- **9/23** - Fall Book Fair Begins
- **9/24** - Virtual Meet the Teacher Night
- **10/2 - 15min Emergency Early Release Drill**
- **10/5** - Catholic Schools Marathon
- **10/7** - Book Fair Ends
- **10/9 - No School**, Staff PD Day, The building will be closed
- **10/12 - No School**, Columbus Day



BY THE NUMBERS

SCRIP:

Information on our Scrip program is coming home today. Please take a moment to familiarize yourself with this easy & convenient fundraiser!

CHIAVETTA’S CHICKEN DINNER:

800 Dinners Available
Sold: 151

CANDY BAR SALE:

Our annual Candy Bar Sale is accepting pre-orders now! Product delivery is expected within the week.

This has historically been HSA’s largest fundraiser of the school the duration of the sale will depend on the demand.

This year we will only be offering Gertrude Hawk Chocolate. Boxes contain 48 bars. Factory mixed boxes as well as the ever favorite ‘build your own’ option are available. Payment will be due within 30 days of distribution by cash, check, charge (of 2 boxes or more) or Venmo by request.

We are aiming for online orders but there is a hard copy of the form available by request. The order form is available at:
<https://forms.gle/eq1au7amGqRBrbLj6>

PARISH PASSAGE

Winner Winner, Have Chiavetta’s Chicken for Dinner!

When: This Sunday, September 27th from 12:00-4:00pm (or sold out)
Where: St. Mary’s parking lot, drive-thru style!

Dinners are **\$10 presale**/\$12 the day of. Sales are off to a great start already, so to ensure that you get your dinners, we suggest that you take advantage of the presale option.

We are looking for volunteers to help with the event as well. If you are interested, please email Mary Kate DeMarzio at marykate@stmarysonthehill.org

Only 800 dinners will be available and we have already sold 151!

Purchasing tickets is easy:

Mail or drop off your payment of cash or check (\$10/dinner, made out to St. Mary’s) to 1 St. Mary’s Hill, Lancaster, NY 14086 and a receipt will be mailed to you.
Payment is also accepted via Venmo or Paypal - contact Mary Kate or Steve DeMarzio by calling (716) 253-7880.



MEET THE TEACHERS - VIRTUALLY

Unfortunately, we are unable to host our usual Meet the Teacher Night in person. We don’t want to take away that opportunity for you to see your child(ren)s teacher and hear from them what they have planned for the year. As such, you will receive a Zoom invite from your child(ren)s teacher(s).

In an effort for every parent to ‘make your way through the school’ we will be consolidating and having all of our Middle School Teachers host together and our ‘Specials’ Teachers will also host together. It is our hope that with this process your Zoom sessions will not overlap and you will have the chance to meet everyone.

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SME Q&A ZOOM

SME families are invited to join to us on an informational Zoom session tonight, September 23rd at 6:00pm. We will discuss Scrip, HSA updates and answer any other questions you may have now that we're a few weeks into school. See you tonight! Steve and Mary Kate DeMarzio

You are invited to a Zoom meeting:

Join from PC, Mac, iOS, Android or Blackberry:

[https://trendmicro.zoom.us/j/93848668875?](https://trendmicro.zoom.us/j/93848668875?pwd=ZXZONXV5Q28ra1NLc1JXR0MzcWROZz09)
[pwd=ZXZONXV5Q28ra1NLc1JXR0MzcWROZz09](https://trendmicro.zoom.us/j/93848668875?pwd=ZXZONXV5Q28ra1NLc1JXR0MzcWROZz09)

Password: 950058

Join by phone:

United States +1 408 638 0968 or +1 646 558 8656
United States (Toll Free) +1 855 880 1246 or +1 877 369 0926

Meeting ID: 938 4866 8875
Password: 950058



ST. MARY'S ELEMENTARY SCHOOL

2 St. Mary's Hill
Lancaster, NY 14086

Phone: 716-683-2112
Fax: 716-683-2134
www.smeschool.com



UPON THIS HILL,
WE DO GOD'S WILL



A NOTE FROM THE KITCHEN

Order forms for Birthday Snacks are available on-line on the Lunch Menu link. Simply print out the appropriate form, include payment and send in with your child in advance of the celebrated day.

If you have any questions regarding the SME Lunch Program, please feel free to contact us at kitchenmanager@smeschool.com. You may also reach us by telephone at 683-2112 ext. 119. We will respond as soon as possible, keeping in mind that we serve lunch from 10:30 am until 1 pm.

The **Free/Reduced Lunch Application** was included with the electronic version of the 9/16 NewsNote, is included again this week and will also be available on our website. Applications must be returned Attn: Kitchen Manager by 9/30. Only the last page of the application should be returned.

SME Kitchen

Tracy Hadsall & Jenny Fulciniti



SCRIP CORNER

This week, each family will receive a Scrip information packet in their Blue Folder. After reviewing it, please do not hesitate to reach out to us with any questions. The brown envelope is what you can use to send your orders in to school with your child, and what your gift cards will be sent home to you in.

Be sure to enroll in online payments (PrestoPay) to receive your eGift cards and reloads to your physical gift cards faster, and to download the Raise Right Fundraising app! Great lakes is now also accepting credit cards as payment for online orders!

Don't forget that there is a locked box in the church foyer and outside the main school office so that you can drop off orders whenever it is convenient for you!

If you have any questions, please email us at scrip@smeschool.com. Thank you for your support of the Scrip program!

Mary Kate DeMarzio & Jessica Kulpit
Scrip Coordinators



Asking "How was school today?" might not get you far.

Instead, ask questions like these for a better picture of your child's day:

- ◇ *"What's the coolest thing that happened today?"*
- ◇ *"Pretend you're the teacher. How would you describe the day?"*
- ◇ *"What made you laugh?"*
- ◇ *"What was the most creative thing you did?"*
- ◇ *"How were you helpful or kind today? How was someone helpful or kind to you?"*

MEET THE P.E. TEACHER

Hello, my name is Kristen Kline and I am the P.E./Health teacher at SME.

I come from a family of six; mom, dad, a twin brother, and two sisters. For school, I attended St. John Vianney, Immaculata Academy, and Medaille College. I graduated from Medaille with an undergraduate degree in Elementary Education. I am currently working towards my Master's Degree in Literacy also from Medaille College. As you can see, a catholic education is very important to me.

I have played various sports throughout my life. In college, I was the captain of the women's soccer team and was a member of the women's lacrosse team. I am currently the coach of St. Mary's High School JV girls soccer team.

We have been off to a great school year so far! I have loved meeting all the amazing students at St. Mary's. All grades have been working on team building activities to start off the year. Grades Pre-K-2 will be moving into locomotor movements and body/space awareness activities. Grades 3-8 will be learning the game of handball. They will also learn the rules, positions and different skills to play the game. In Health class, grades 6-7 are learning about the health triangle and ways to maintain overall good health.

Please come to school in your SME PE uniform along with athletic shoes on days you have gym class if you are in grades K-5. If you have any questions, feel free to email me at kline@smeschool.com.

I am very excited and grateful to be spending this year with all of you here at St. Mary's Elementary!

SET

Included in the electronic version of the 9/16 NewsNote was a form to opt in/out of the SET directory.

This form is included again this week and is due back by 9/30.



FLYERS & FORMS

Although we are going green as much as possible; hard copies of any flyer or form are always available and can be sent home with your child.

Please email Mrs. Kuhn (secretary@smeschool.com) at any time if you need a hard copy.

PE UNIFORMS

All PE uniforms are being filled as soon as possible from the time of receipt and stock availability.

The need for small sizes far exceeded our inventory. We have already placed a restock order and will send backorders home as soon as possible. In the meantime, any navy short & t-shirt are acceptable.

There is still a limited amount available in our uniform exchange. Please contact Mrs. Kuhn if you are interested in items if available in your size.

HOME SCHOOL ASSOCIATION (PTA)

The Home School Association is a vital group of volunteers who work to ensure the positive growth of our school community. The HSA team will host a variety of fundraisers throughout the school year. Each fundraiser benefits the school and students directly.

We have already set up several socially distant fundraisers including:

- ◇ our annual Candy Bar Sale featuring Gertrude Hawk Chocolate (pre-orders begin now)
- ◇ Little Caesar's Pizza (Early October)
- ◇ Panera Bread Fundraiser (December 17th)

If you are still interested in entering the lottery to be chosen as your child's classroom PoC, please complete the google form which can be found at:

<https://forms.gle/FurdgHTimfxngfDHA>

The form will close Thursday Evening (9/24).

The HSA team can be reached at any time:
hsa@smeschool.com

FRIDAY MASS

Our first Friday Mass went off without a hitch! Our students were able to participate in Mass beautifully, and was lead by some of our 8th grade students.

Parents are invited to stream along with us anytime!

Visit: stmarysonthehill.org, click on 'Live Stream' at the top of the page. Once there simply click the '[click here]' to view daily mass on Facebook' link.

Note: You do not need to have a Facebook account to view the mass.



8TH GRADE INFO

8th Grade is a turning point for both students & parents. The end of the journey at SME is coming and high school is right around the corner!

We hope that this section will offer useful information as the year progresses.



DRESS DOWN



For the safety of every student, "full" shoes are required on dress down days (sneakers, dress shoes).

Slippers, flip flops, crocs and the like are not permitted.

STAY IN THE KNOW



Save the Date: 10/2 15 min Early Release Drill

Save the Date: 10/9 No School

Save the Date: 10/12 No School

Save the Date: 10/21 Fall Picture Re-Take Day

Save the Date: 10/28 Progress Report Upload

Good Evening,

This is a quick note from your HSA team at St. Mary's. For those of you who are unaware, St. Mary's has its own Home School Association Team. This team is currently made up of two members, Barb Kalinowski & Kristie May. The purpose of the HSA team is to provide benefits to the students and staff at SME. Some of the things that HSA provides/participates in are:

1. Gingerbread Shop in December
2. Family Fun Nights
3. St. Nick Celebration Funds
4. Penny Fair
5. End of the Year School Picnic
6. Teacher Appreciation Gifts
7. Teacher Lunches
8. Ice Cream Social during Catholic Schools week
9. Scholarships to the 8th Graders
10. Annual Gift to the School to use as needed. For example, funds in the past have been used to update classrooms/technology and send the students on field trips.
11. Point of Contact Parent Coordination
12. Book Fairs
13. Coordination of SME Apparel Sale

In order to have these events / activities, we need your support. Currently, HSA is planning a Little Caesar's Pizza Sale beginning in early October. Pending COVID restrictions, we are also planning on holding a pie/coffee sale and spaghetti dinner in November. In December, we will be having a Panera Fundraising Day on December 17th from 4-8 PM at the Panera in Cheektowaga. Your participation in these events would be greatly appreciated and is needed in order to provide the funds we need to the school to keep the school day fun for the students and staff.

A few other notes:

We are wrapping up parents to be Point – Of – Contact parents for each classroom. Please refer to the NewsNotes from last week on how to sign up to be considered. If you wish to help out your child's class, this is a great way to be involved and help the school as well.

Finally, we have received many requests about SME Hoodies. We are currently working with a new supplier and hope to have the details in the coming week or two. Look for more details to come in the next few weeks.

HSA also is in need of new volunteers – if you wish to help out, we can be reached at hsa@smeschool.com.

Thank you for your time. We hope that you have a great school year. Have a good night!



Dear SME Families,

The theme of this fall's Scholastic Book Fair is the "Book Fair Time Machine", and don't we all wish that we could move past all of this uncertainty! Our fall fair will again be an **ONLINE** only fair, and you're invited to shop our Scholastic Book Fair from **September 23 through October 7**. All purchases benefit our school and connect kids with new books, favorite characters, complete series, and more. Help SME reach its goal of \$2000 in sales!

You'll love the NEW option to shop for **Book Fair exclusives** directly from the interactive booklist and enjoy these special online shopping features:

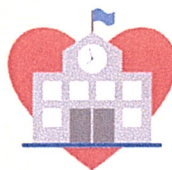
- Over 6,000 items, including new releases, best sellers, and value packs
- All orders ship **direct to home**
- **FREE shipping** on book-only orders over \$25*
- All purchases **support our school** and earn 25% in rewards
- Pre-Order the **NEW** Diary of a Wimpy Kid book: The Deep End, coming 10/27!

Starting September 23rd, visit our Book Fair Homepage and click "Shop Now" to get started:
<https://www.scholastic.com/bf/fall2020>

Happy reading,

Bernadette Bookmiller
SME Bookfair Chair

*Free standard shipping is available on book-only orders of \$25 or more, after all discounts are applied. Free standard shipping (books) must be selected during checkout. Orders containing products other than books are not eligible for this shipping promotion.



SCHOLASTIC
BOOK FAIRS®

KK

CHIAVETTA'S

BAR - B - QUE CHICKEN

Chiavetta's Chicken BBQ

@

St Mary of the Assumption

(1 St Mary's Hill / Lancaster NY 14086)

Sunday

September 27th, 2020

12pm – 4pm*

*End time could be earlier if meals are all sold before 4pm

Meal (1/2 Chicken and two sides) Pre-Sale: \$10 / Day of: \$12

Must pay for pre-sale tickets by 9/26/2020

Pre-Order Options:

- **Mail Check (payable to St Mary of the Assumption) with the amount for the total number of pre-ordered meals. Your returned receipt will be your pick-up 'ticket'**
 - o **Address: 1 St Mary's Hill / Lancaster, NY 14086**
 - o **We will use the name/info from your check to designate the pre-ordered name**
- **For other pre-payment options (Venmo, PayPal, etc) or for any questions, please call (716) 253-7880**

St Mary of the Assumption
1 St Mary's Hill
Lancaster, NY 14086

THANK YOU FOR YOUR SUPPORT!

St Mary's Elementary School
2 St Mary's Hill
Lancaster, NY 14086

Take-Out
ONLY

Curbside Pick-up

Only 800 meals
will be sold!
Pre-order today



--- ATTENTION PARENTS ---

St. Mary's Elementary School 2020-2021 Family Directory

Each school year, the SME School Effectiveness Team (SET) publishes the Family Directory of all families who belong to St. Mary's Elementary School.

- ✓ Need to know the phone number of your child's teacher? *It's in there.*
- ✓ Looking for addresses of classmates to send party invitations? *They're in there.*
- ✓ Like to see your name in print? *You'll find it.*

The directory lists all the students sorted by grade, and includes their name, the names of their mother and father, address, phone number, and e-mail address. All of the information is taken directly from the school registration database. However, we understand that not everyone may want their personal information included in the directory. Please use this form to select what information you do NOT want included in the family directory, or to give us permission to include your information.

NOTE: a non-response will also be taken as you do NOT want to list any information, therefore you will NOT be included in the directory.

**PLEASE INDICATE YOUR PREFERENCE BELOW
AND RETURN THIS FORM BY Wednesday, September 30, 2020.**

Family Name: _____

- ☐ CHECK HERE IF: I agree to have our information in the directory. However, please do **NOT** include

((Please circle what you **do not** want included))

Address

Phone Number

E-mail Address

Father's Name

Mother's Name

- ☐ OR CHECK HERE IF: I **DO** agree to **INCLUDE ALL** of the information mentioned above

Parent Signature: _____

ST MARY'S ELEMENTARY SCHOOL

2 St. Mary's Hill
Lancaster, NY 14086-2033
www.smeschool.com

Phone: (716) 683-2112

Fax: (716) 683-2134

"...visible examples of gospel living"

Letter to Parents for School Meal Programs

Dear Parent/Guardian:

Children need healthy meals to learn. **St. Mary's Elementary** offers healthy meals every school day. Lunch costs **\$3.00**. Your children may qualify for free meals or for reduced price meals. Beginning July 1, 2019, students in New York State that are approved for reduced price meals will receive breakfast and lunch meals and snacks served through the Afterschool Snack Program at no charge.

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: St. Mary's Elementary.
2. **WHO CAN GET FREE MEALS?** All children in households receiving benefits from **SNAP, the Food Distribution Program on Indian Reservations** or **TANF**, can get free meals regardless of your income. Categorical eligibility for free meal benefits is extended to all children in a household when the application lists an Assistance Program's case number for any household member. Also, your children can get free meals if your household's gross income is within the free limits on the Federal Income Eligibility Guidelines. Households with children who are categorically eligible through an Other Source Categorically Eligible designation, as defined by law, may be eligible for free benefits and should contact the SFA for assistance in receiving benefits.
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. Foster children may also be included as a member of the foster family if the foster family chooses to also apply for benefits for other children. Including children in foster care as household members may help other children in the household qualify for benefits. If non-foster children in a foster family are not eligible for free or reduced price meal benefits, an eligible foster child will still receive free benefits.
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 or e-mail **SME** to see if they qualify.
5. **WHO CAN GET REDUCED PRICE MEALS?** Your children may be approved as reduced price eligible if your household income is within the reduced-price limits on the Federal Eligibility Income Chart, shown on this letter. Beginning July 1, 2019, students in New York State that are approved for reduced price meals will receive breakfast and lunch meals and snacks served through the Afterschool Snack Program at no charge.
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 school at **683-2112 Ext.119** 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 up to the first 30 operating 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: **St. Mary's Elementary, 2 St. Mary's Hill, Lancaster, NY 14086.**
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 HER COMBAT PAY COUNTED AS INCOME? No, if the combat pay is received in addition to her basic pay because of her deployment and it wasn't received before 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 SNAP or other assistance benefits, contact your local assistance office or call 1-800-342-3009.

**2020-2021 INCOME ELIGIBILITY GUIDELINES
FOR FREE AND REDUCED PRICE MEALS OR FREE MILK**

REDUCED PRICE ELIGIBILITY INCOME CHART

Total Family Size	Annual	Monthly	Twice per Month	Every Two Weeks	Weekly
1	\$ 23,606	\$ 1,968	\$ 984	\$ 908	\$ 454
2	\$ 31,894	\$ 2,658	\$ 1,329	\$ 1,227	\$ 614
3	\$ 40,182	\$ 3,349	\$ 1,675	\$ 1,546	\$ 773
4	\$ 48,470	\$ 4,040	\$ 2,020	\$ 1,865	\$ 933
5	\$ 56,758	\$ 4,730	\$ 2,365	\$ 2,183	\$ 1,092
6	\$ 65,046	\$ 5,421	\$ 2,711	\$ 2,502	\$ 1,251
7	\$ 73,334	\$ 6,112	\$ 3,056	\$ 2,821	\$ 1,411
8	\$ 81,622	\$ 6,802	\$ 3,401	\$ 3,140	\$ 1,570
*Each Add'l person add	\$ 8,288	\$ 691	\$ 346	\$ 319	\$ 160

How to Apply: To get free or reduced price meals for your children carefully complete one application following the instructions for your household and return it to the designated office listed on the application. If you now receive SNAP, 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 SNAP, 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 SNAP, TANF or FDPIR case number for any household member, 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 for free and reduced price benefits cannot be approved unless complete eligibility information is submitted, as indicated on the application and in the instructions.** Contact your local Department of Social Services for your SNAP or TANF case number or complete the income portion of the application. No application is necessary if the household was notified by the SFA their children have been directly certified. If the household is not sure if their children have been directly certified, the household should contact the school.

Reporting Changes: The benefits that you are approved for at the time of application are effective for the entire school year and up to 30 operating days into the new school year (or until a new eligibility determination is made, whichever comes first). You no longer need to report changes for an increase in income or decrease in household size, or if you no longer receive SNAP.

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.

Reduced Price Eligible Students: **Beginning July 1, 2019, students in New York State that are approved for reduced price meals will receive breakfast and lunch meals and snacks served through the Afterschool Snack Program at no charge.**

In the operation of child feeding programs, no child will be discriminated against because of race, sex, color, national origin, age or disability

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 of such individual, a record of such an impairment or being regarded as having such an impairment. Major life activities include but are not limited to: functions such as caring for one's self, performing manual tasks,

seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, and working. You must request meal modifications from the school and provide the school with medical statement from a State licensed healthcare professional. 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 statement 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.

Reapplication: You may apply for benefits any time during the school year. Also, if you are not eligible now, but during the school year become unemployed, have a decrease in household income, or an increase in family size you may request and complete an application at that time.

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,

Nondiscrimination Statement: This explains what to do if you believe you have been treated unfairly.

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, (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.

APPLICATION INSTRUCTIONS

To apply for free and reduced price meals, complete only one application for your household using the instructions below. Sign the application and return the application to _____.

If you have a foster child in your household, you may include them on your application. A separate application is not needed. Call the school if you need help: _____. 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, or if you believe any child meets the description for homeless, migrant, runaway (a school staff will confirm this eligibility).

PART 2 HOUSEHOLDS GETTING SNAP, TANF OR FDPIR SHOULD COMPLETE PART 2 AND SIGN PART 4.

- (1) List a current SNAP, TANF or FDPIR (Food Distribution Program on Indian Reservations) case number of anyone living in your household. The case number is provided on your benefit letter.
- (2) An adult household member must sign the application in PART 4. SKIP PART 3. Do not list names of household members or income if you list a SNAP case number, TANF or FDPIR number.

PART 3 ALL OTHER HOUSEHOLDS MUST COMPLETE THESE PARTS AND ALL OF PART 4.

- (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. If no income, check the box.** 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) Enter the total number of household members in the box provided. This number should include all adults and children in the household and should reflect the members listed in PART 1 and PART 3.
- (4) The application must include the last four digits only of the social security number of the adult who signs **PART 4** if Part 3 is completed. If the adult does not have a social security number, check the box. **If you listed a SNAP, TANF or FDPIR number, a social security number is not needed.**
- (5) An adult household member must sign the application in PART 4.

OTHER BENEFITS: Your child may be eligible for benefits such as Medicaid or Children's Health Insurance Program (CHIP). 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.

USE OF INFORMATION STATEMENT

Use of Information Statement: 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 submit all needed information, 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 primary wage earner or other adult household member who signs the application. The social security number is not required when you apply on behalf of a foster child or you list a Supplemental Nutrition Assistance Program (SNAP), 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

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, (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.

2020-2021 Application for Free and Reduced Price School Meals

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 address listed below**. Call **683-2112 Ext.119**, if you need help. Additional names may be listed on a separate paper.

Return Completed Applications to: **St. Mary's Elementary**
2 St. Mary's Hill
Lancaster, NY 14086

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

Student Name	School	Grade/Teacher	Foster Child	Homeless Migrant, Runaway
			<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. SNAP/TANF/FDPIR Benefits:

If anyone in your household receives either SNAP, TANF or FDPIR benefits, list their name and CASE # here. **Skip to Part 4, and sign the application.**

Name: _____ CASE #: _____

3. Report all income for ALL Household Members (Skip this step if you answered 'yes' to step 2)

All Household Members (including yourself and all children that have income).

List all Household members not listed in Step 1 (including yourself) **even if they do not receive income**. For each Household Member listed, if they do receive income, report total income for each source in whole dollars only. If they do not receive income from any other source, write '0'. If you enter '0' or leave any fields blank, you are certifying (promising) that there is no income to report.

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 type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>

Total Household Members (Children and Adults)

*Last Four Digits of Social Security Number: XXX-XX-__ __ __ __

I do not have a SS# ☐

*When completing section 3, an adult household member must provide the last four digits of their Social Security Number (SS#), or mark the "I do not have a SS# box" before the application can be approved.

4. Signature: An adult household member must sign this application before it can be approved.

I certify (promise) that all the information on this application is true and that all income is reported. I understand that the information is being given so 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: _____

Home Phone: _____ Work Phone: _____ Home Address: _____

5. Ethnicity and Race are optional; responding to this section does not affect your children's eligibility for free or reduced price meals.

Ethnicity: ☐ Hispanic or Latino ☐ Not Hispanic or Latino

Race (Check one or more): ☐ American Indian or Alaskan Native ☐ Asian ☐ Black or African American ☐ Native Hawaiian or Other Pacific Island ☐ White

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

☐ SNAP/TANF/Foster

☐ Income Household: Total Household Income/How Often: _____ / _____ Household Size: _____

☐ Free Meals ☐ Reduced Price Meals ☐ Denied/Paid

Signature of Reviewing Official _____ Date Notice Sent: _____



St. Mary's Open House

St. Mary's is thrilled to be welcoming our prospective students onto campus for in-person tours and meet and greets with administration, faculty, staff, and current students.

Thursday, October 1st at 5 p.m.

Wednesday, October 14th from 4 – 7:30 p.m.

We have taken the proper precautions and measures to ensure the safety of all of our guests, students, and staff at this time. Here are some of the highlights:

- Contactless preregistration at **smhlancers.org**
- Reserved time slots for the potential SMH student and up to 2 adult guests
- Tours of the building in a controlled environment with limited capacity, required face coverings and frequent sanitization
- Health screening questions to be completed via email 1-2 days prior to your arrival on campus
- Self-contained informational packets to review at your leisure

For further information and updates, please visit **smhlancers.org/open-house-2020**.

If you have any questions, please reach out to Andrea Drabik, Dean of Student Life & Admissions at **adrabik@smhlancers.org**.

