

# HHS NEWSLETTER

## AUGUST 2021

Holdrege High School  
PO Box 2002  
Holdrege, NE 68949  
[www.holdregedusters.org](http://www.holdregedusters.org)



July 23, 2021

Dear Students and Parents,

Greetings from Holdrege High School! It's good to be composing this in a more "normal" environment than last July! To put it mildly, the 20-21 school year was very challenging. Each day seemed to hold a new challenge as educators tried to find ways to keep learning on track and keep options open for our kids. Our knowledge about how to protect ourselves and how to manage risks was updated on a weekly, daily and even hourly basis. It's really hard to make plans for the future when you don't know what will happen in the next few days, but we did our best with what we had at the time. I'm happy (and a little proud) to say that we kept our kids on track academically, kept activities available, and kept finding ways to help our students find those all-important human connections they need and crave to become well-adjusted, successful adults. It was a lot of work for educators, students and parents, but we found flexibility, focus and fortitude in our ranks to get through this together. There is a spirit amongst the people in this great state of Nebraska that will not allow us to yield when challenges come, no matter how daunting. THANK YOU for showing that spirit and for all the unique ways you supported the kids and the school in moving forward during that challenging time!

As we prepare for this upcoming school year, we can reflect on our successes, but can't dwell on them, as the students will soon be in the halls of Holdrege High again. Like all other schools around the state, there are always changes from one year to the next, but those who are familiar with us should find most things similar to years past. At HHS, we try to adapt to changing situations and demands, while holding tight to those traditions and beliefs that have helped our school achieve great things in the past. As always, our goal is to help each student prepare for the challenges and choices they will encounter after they leave our system. In an increasingly diverse world, we hope to show the flexibility needed to meet each student's needs, while empowering them for success.

Again this year, we will have some new teachers in the building, as well as some more familiar staff in new positions. We will be starting year 8 with Chromebooks, which the students were allowed to keep over the summer again. We have a schedule for the district to rotate out machines and replace them with new (but the same features), so each year, the Sophomores will trade in their computers for a new one. Students new to the district should receive theirs before school starts. We will also continue using a "flipped" Orientation online for our returning students, while those new to the building will be asked to come to a live session in the Tassel. Specific dates/details are included in this newsletter.

We've all had interesting experiences over the last 18+ months, and hopefully, those experiences have helped us appreciate the opportunities we have each and every day. I hope that recognition can help us craft a positive future for everyone connected to our system. Enjoy the rest of your summer. I look forward to seeing each of you in the halls of HHS this August!

Robert Drews, Principal  
Holdrege High School

## ***IMPORTANT DATES AND TIMES:***

- August 2 - **Freshmen, New Student, and Parent Orientation** at 7:00 p.m. in The Tassel.
- August 2 - HS Open House 8:15pm (following New Student Orientation)
  
- August 5 - Fall Parent/Athlete Meeting at 7:00 p.m. in The Tassel.
- August 5-11 - “Flipped Orientation” available to returning students via email link
  
- August 9 - First day of FB/SB/GGO/BT/VB/CC practices. Physicals must be completed before students may practice. Signed **Student Activities Guidelines** and **Participation Consent** forms must be signed prior to the third practice.
- August 12 - First day of school. Period 1 begins at 8:00 a.m. All buildings on Fri. dismissal schedule..
- August 12 - **Freshman, New Student Make-Up Orientation** at 7:00pm in The Tassel

**NEW STAFF AT HHS** – We again have some new faces as educators in our building for 21-22. Candice Dollar will be our new 12th grade English/Speech/Drama teacher, and will be in charge of One Act as well. Ms. Dollar comes to us from Broken Bow. Brandt Runge will be teaching Social Studies at HHS this fall. He is a graduate of Axtell HS and has been teaching in Elm Creek the last few years. Mr. Runge will also be leading our boys basketball program as the HS Head Coach this year. Hilary Ferreira is a veteran teacher who comes to us from California to teach in our Spanish department. She will have duties in both the HS and the MS. Dakota Burns is another teacher who will have duties at HHS and HMS this next year as a Computer/Info Tech teacher. In addition to those duties, he will be taking over as Head Boys/Girls Tennis coach this year. We are also welcoming back Dylan Sullivan to HHS. Mr. Sullivan was at HHS during the 19-20 school year, then was teaching PE at HES this last year before making the move back to HHS to serve as our Activities Director. He will be working closely with Kelli Hale, who is re-joining us as the Activities Secretary (a position she held a number of years ago). Finally, we also want to welcome Carrie Veal to the HHS staff as our new Alt. Education coordinator. Mrs. Veal has taught in the district for many years, and most recently was teaching 5th grade at HMS. The staff at Holdrege High has a great mix of experience and new perspectives as we have welcomed new teachers and classified staff the last few years. We look forward to providing another great year for all of our students!

## ***IMPORTANT INFORMATION FOR THE BEGINNING OF SCHOOL:***



**FRESHMEN/NEW STUDENT/PARENT ORIENTATION & BOOT CAMP** - All Freshmen, and students new to Holdrege High School, and their parents need to attend an orientation/boot camp session on **Monday, August 2<sup>nd</sup> at 7:00 p.m.** in The Tassel. We will review important information for the beginning of school, as well as answer questions, talk about concerns you may have, and tour HHS. Parents are requested to attend a boot camp session prior to the student receiving their computer and all must pay the \$30 issuance fee or sign a form for the waiver. We hope to see all of the freshmen and new students at the orientation!



**RETURNING STUDENT ORIENTATION/BOOTCAMP ONLINE AGAIN!!** - Students who attended HHS during the 20-21 school year will not be required to attend an orientation session, but will instead go through a “Flipped” Orientation. Each student will receive instructions via school email accounts on how to access a video of the orientation session. They’ll also be asked to follow a link for a few quick questions after viewing the video to verify that they’ve been provided the information needed at the start of the year. We still recommend that parents/guardians view the video as well, but will send the links only to the student accounts. Forms and other papers will be distributed to the students when they come in the office between August 2 and 11, or on the first day of school. We’re taking advantage of the technology available to us for a more efficient way to start our school year!

**VISITOR POLICY AT HPS BUILDINGS ALTERED FOR SAFETY:** With renewed focus on the safety practices and protocols used in public schools across the country, HPS has standardized and updated the way visitors will be handled in each student attendance center. **ALL** individuals entering the building for any duration of time will be required to sign in upon entering and sign out upon leaving. In addition, all buildings will have common bright colored lanyards and visitor badges that must be displayed at all times while in the building during the school day. This includes **ALL** visitors, including parents, spouses of staff, college representatives, practicum students, vendors and maintenance service personnel. Those individuals who have regular patterns with their visits may be assigned a visitor badge to keep on their own, but will still be asked to sign in and out with each visit.



**GUIDANCE OFFICE HOURS FOR REGISTRATION** – The Guidance Office will be open from 8:00am-3:00pm starting Thursday , August 5 for any new students who have yet to register for courses or enroll at HHS for the 2021-22 school year. Additional information is available by calling the high school office at 995-6558 or calling the Guidance Office directly at 995-8988.

**ACTIVITY FEE POLICY:** With the continual reduction in resources made available to our district, and no shortage of new mandates from the state and federal level, funding is becoming an ever increasing problem. In order to maintain our current level of offerings in the activities arena, the board of education has authorized a “Pay to Participate” fee structure for all activities. Students will be asked to pay a \$30 fee per activity season (fall/winter/spring), with a cap of \$150 per household. Activities that run for more than one season (band/swing choir/FFA/ etc.) will have a season designated.

**STUDENT-PARENT HANDBOOK OPTIONS** – In our continuing efforts to become more efficient and to communicate in a timely manner, we rely on more electronic/digital communication routes between the school and our patrons. We have already moved in that direction with the HHS Newsletter and continue to do so with the yearly Student-Parent Handbook. The default this year will be for a digital version, that will be sent to all students at their duster.org account, and to all parent contacts in our system, as well as being posted on our website. If you wish to have a printed copy, we’ll have a form for you to sign requesting such, and will get it to you as soon as possible. This helps to reduce our paper handling and overall costs. All students will be given printed copies of the necessary receipts/forms from the back of the handbook, but we would like to reduce our need to print hard copies as much as possible.



**HHS MAILING ADDRESS:** We have a request from our local postmaster that all correspondence to HHS or any HPS building have “PO Box 2002” on it. We are continuing to update our outgoing correspondence to reflect this change and to try to reduce confusion as much as possible.



**CELL PHONE POLICY:** Please note that the consequences for use of cellphones during inappropriate times (Start of School– End of School Day w/ exception during Lunch in approved areas ONLY) will again be in effect for this year. When phones are turned in to the office by any staff members, the fine will be \$20 for the phone to be returned. Phones will be turned off and kept in the office until the fine is paid. The administration reserves the right to keep the phone until the end of the year in cases of significant behavior issues.



**STUDENT DRESS:** Remember, all clothes that promote drugs, alcohol, or tobacco products are not allowed at school. Clothing with suggestive or profane messages will also not be allowed at school. Midriff tops are prohibited as well. In addition, tops with bare shoulders, an open back, or spaghetti or string straps will not be allowed at school. Any other clothing item that is determined to be disruptive of the educational process will not be permitted. The student dress code applies to the school day as well as all school activities. We appreciate your support in these matters. Please review the handbook for additional items regarding student dress.



**TOBACCO, ALCOHOL, OR CONTROLLED SUBSTANCES POLICY FOR ACTIVITIES:** The policy related to student use of alcohol, tobacco, and/or illegal drugs in the Activities Guidelines was changed beginning with the 2001-2002 school year. Please be aware of the following provision in the Activities Guidelines:

*“The rules involving the use, possession, or distribution of tobacco, alcoholic beverages, controlled substances, and Code of Conduct activities are to be in effect from the earlier of the NSAA first allowable fall practice date, if a student is involved in a fall sport, or the first day of school through the last school activity of the school year. Students are under these guidelines for the entire school year, regardless if they are currently participating in an activity or not.”*

According to the guidelines, students are under this policy from the first date of fall practice or the first day of school, whichever is earlier, through the last school activity of the school year. Students are covered by the policy for the entire school year, including times they are not participating in an activity. This means that the policy is effective beginning August 9, 2021.

**ACTIVITY TICKETS:** Activity Tickets are available to all Holdrege High School students for \$35. The Activity Tickets will admit you to all home Holdrege High School contests with the exception of any tournament, Central Conference activity, district contest, or state contest that we may host. The tickets may be purchased in the Holdrege High School Office. All students who are participating in one or more NSAA sponsored activities (athletics, band, chorus, play production, and speech) or dance/cheer squads, will be required to purchase an activity ticket.

**STUDENT PLANNERS:** The faculty at Holdrege High School will again be using student planners. The planner program enhances the curriculum by teaching students the important skills of time management, organization, goal setting, and study skills. In addition, the planners will be used as the student’s hallway pass and admit slip to class after being absent. The planners also provide a valuable tool for parents to communicate with their student and teachers. Parents are encouraged to review the planner with their student to keep current with their work in school. This year, planners will be provided to students free of charge at the start of the year, but we will charge \$5 for any replacements. Students will need their planners the first day of classes!



**OPEN HOUSE:** Holdrege High School’s Open House will again be early this year, as we have moved it to the night of Orientation for our new students on Monday, August 2 at 8:15 p.m. You can pick up your student’s schedule in the Commons as you enter the building, then head to the classrooms to visit with teachers as you like. Not all staff members will be available, as the earlier date means some are not back in Holdrege yet, but we feel this will be a better situation for our new students to have staff in the building when they tour again before the year starts. For returning students, the Open House will be a great time to come in and try your new locker after picking up your schedule, however, that can be done any time after the 2nd as well. We hope that all of you will be able to attend!



**SCHOOL PICTURES:** School pictures will not be taken until Thursday, September 23 this year. More information on that process will be available with the September 2021 HHS Newsletter.

**STUDENT ABSENCES:** If your student is absent on any day, please call the school office before 8:00 a.m. to inform us of the absence. If you know ahead of time that your student will be absent, please send a note or call the school office. All student absences require a contact from a parent or guardian.

**ABSENCE/TARDY POLICY:** For a student to earn full credit during a semester, he or she must attend at least 90% of the class sessions. Students who pass the course but attend less than 90% of the class sessions will earn reduced credit towards graduation. Tardy totals will also be figured in the office related to absences. Students are allowed 8 total tardies per semester. After 8 tardies, every 2 will result in a detention being added to the semester total owed. For excessive absence, students may be allowed to serve detentions to make up time as arranged by the administration. Deadlines may be established for such practices. More detailed information is available in the 2021-22 Student/Parent Handbook, which can also be found on our school's website ( [www.dusters.org](http://www.dusters.org)) under the HS Information section.

**HOMECOMING:** Homecoming for the 2021-22 school year has been scheduled for Friday, September 10, when Holdrege plays Wood River-Shelton in football. The coronation will take place on the track in front of the stadium at the conclusion of the game. The parade will begin at 2:00pm on Friday, September 10 and will follow a new route, as the destination will be back at HHS for a pep rally in the stadium. More details will be distributed to the students as the date approaches.



**BODY PIERCING JEWELRY AND TATTOOS:** As per board policy, body piercing and tattoos that administration determined to be disruptive to the educational process are not allowed at Holdrege High School. Students who come to school or a school activity with unacceptable body piercing jewelry, will be asked to remove the jewelry. Students with disruptive tattoos will be asked to cover them at school and at any school activity or function. Students who refuse to follow this policy will be subject to additional consequences such as detentions, suspensions, and expulsions.

**PARKING AND TRAFFIC:** The parking lot is striped with white and yellow lines where parking is allowed. Yellow parking spaces are for faculty and staff, while white spaces are for students. Please note that this year, there will be no student parking on the east side of the gym during the school day. In addition, the parking area on the northwest corner of the building will not be available for any vehicles until after 9:00am each school day through October. This is the area the marching band uses for practice and it is marked with blue lines. Students who park in faculty parking areas during the school day are subject to the loss of open campus privileges during lunch and/or other disciplinary actions. We appreciate everyone using caution and care as they drive on and near the high school grounds. Students who drive recklessly on or near Holdrege High School, or during lunch, may lose their open campus privileges during lunch as well. In addition, as a part of our school safety plan, students and staff will be required to register their vehicles to park on school grounds during the school day this year. Students will be issued parking stickers to place on their windshields for each car they drive to school. Students may register as many cars as needed in the office. Failure to display the permits may result in fines or other disciplinary actions. We appreciate you working with us to help create an orderly environment both inside and outside our building.

**DRIVING ON SCHOOL PERMITS:** In the past, we have had some students who abuse the privileges associated with school permits or who don't understand the limitations on students driving with a school permit. Here are the guidelines for driving on school permits as outlined by Mr. Tim Hoef, Phelps County Attorney:

- Students are permitted to drive to and from school on the most direct route.
- Students may **only** drive to activities and practices in which the student is a participant.
- Students may drive to their own home for lunch, but otherwise, driving at lunch is not permitted.
- Students may not have passengers in their vehicle.

If you have additional questions regarding the use of school permits, please feel free to contact Mr. Robert Drews, HHS Principal, Mr. Mike Henry, Phelps County Attorney, Mr. Gene Samuelson, Phelps County Sheriff, or Mr. Dave Albers, Holdrege Police Chief.

**BOOK BAGS:** Just a reminder that students may bring book bags/backpacks to and from school, but they are to be kept in student hallway lockers (not PE lockers) until students leave the building. Exceptions must be approved by administration.



**CLOSED CAMPUS LUNCH FOR FRESHMAN & SOPHOMORES** – The school board voted to approve a plan to close campus for lunch for all freshmen students beginning with the 2008-2009 school year. Sophomores were added to that category the following year. Students classified as Juniors or above still have open campus privileges, provided they do not violate the rules established by the district or the administration. The only way a student may leave campus for lunch is by having a parent sign the student out for the period. To accommodate the number of students staying on campus for lunch, HHS will be running 2 lunches each day of the week. All courses affected will be designated as a “1<sup>st</sup> Lunch” or “2<sup>nd</sup> Lunch” at the start of each new semester to keep numbers balanced.



**SENIOR PHOTOS NEEDED!:** Seniors.....among the many responsibilities of seniors during their last year in high school is to turn in two senior photos to the yearbook advisor, Mrs. Steen. The yearbook staff needs one color senior photo. This color photo should be a “waist-up” photo. This photo cannot be a close-up or “mug” shot. The yearbook staff has to “literally” cut down the photos, so a close-up or “mug” shot would just show the person's face in next year’s yearbook. The second photo should be a mug shot. This photo is for the Daily Citizen’s special Graduation section in next May’s newspaper. For the best quality, this photo should be a black and white photo, but the Citizen will convert color “mug shots” also.

**KIDS CONNECTION:** All students will receive a copy of the Kids Connection application form. Kids Connection is the Nebraska Children’s Health Insurance Program through the Nebraska Health and Human Services System. The purpose of this program is to provide health coverage to uninsured children across the State of Nebraska. A copy of the Federal Income Guidelines for eligibility to this program is included with this mailing. For more information regarding this program, please call toll-free to **1-877-632-5437**.

**BELL SCHEDULE FOR 2021-22 SCHOOL YEAR:** The Monday-Thursday (Regular) and Friday bell schedules will basically run on the same schedule as last year. School will run from 8:00am-3:37pm on Mon-Thurs and from 8:00am-1:37pm on Fridays. We will be holding two lunches during 5<sup>th</sup> period on Mon-Thurs and two lunches during 6<sup>th</sup> period on Fridays. The bell schedule for the 2021-2022 school year is as follows:

Holdrege High School 2021-2022 Regular Bell Schedule (M-TH)	Holdrege High School 2021-2022 Friday Bell Schedule
Period 1            8:00 - 8:50	Period 1            8:00 - 8:35
Period 2            8:53 - 9:43	Period 2            8:38 - 9:13
Period 3            9:48 - 10:38	Period 3            9:18 - 9:53
Period 4            10:41 - 11:31	Period 4            9:56 - 10:31
Period 5 / Lunch   11:31 - 12:54	Period 5            10:36 - 11:11
<span style="border: 1px solid black; padding: 2px;">1<sup>st</sup> Lunch 11:31-12:01 / 2<sup>nd</sup> Lunch 12:24-12:54</span>	Period 6 / Lunch   11:11 - 12:19
Period 6            12:59 - 1:49	<span style="border: 1px solid black; padding: 2px;">1<sup>st</sup> Lunch 11:11-11:41 / 2<sup>nd</sup> Lunch 11:49-12:19</span>
Period 7            1:54 - 2:44	Period 7            12:24 - 12:59
Period 8            2:47 - 3:37	Period 8            1:02 - 1:37

**PARKING AT ACTIVITIES:** Parking at activities can be an adventure, although the situation has improved tremendously the past several years. If you attend one of our activities, please be sure to park in one of the painted stalls. Please **do not** park in the driving lanes, along curbs that are painted yellow, in spaces reserved for drivers with handicaps, or in areas marked with *No Parking* signs. Remember that the area in front of the bus barns is marked with *No Parking* signs. In addition, the area directly in front of the main doors on the south side of Holdrege High is marked with *No Parking Anytime* signs. If you park in one of these areas, you may be asked to move your vehicle and/or have your vehicle towed at your expense. Additional parking spaces are available on the east and west sides of Holdrege Middle School. We appreciate your help in parking in an orderly manner that will help everyone safely utilize our parking lot to its capacity.

**DUAL CREDIT/COLLEGE CLASSES:** Holdrege High School is always looking for ways to expand our dual-credit/post-secondary offerings for our student body. We will have an in-house dual-credit option for our Srs in English this year, and still have Learning Center Courses from Central Community College at Holdrege High School as we have for the past several years. Junior and senior students are encouraged to examine the options that may currently be available for classes that can include college credit, or courses articulated for future credit at CCC. For Learning Center Courses, students may contact the Holdrege High School office during operating hours. Students who have already signed up to take a CCC course during the fall semester should stop in the Guidance Office beginning August 5th to complete their course registration. College credit is only a few steps away!



**HOLDREGE FFA TO HOLD KICK OFF PICNIC:** The Holdrege FFA Chapter will hold its annual Kick-off Picnic on Monday, August 23 at the south shelter at North Park starting at 7:00 pm. All FFA members and their families are invited to attend and any students wanting to join FFA this school year should plan to attend with their parents. Chapter sponsors will be preparing and serving hamburgers, hot dogs, chips and drinks.

Chapter members will hold a short informational meeting for all members about upcoming activities and setting dues for the upcoming year.

Parents and sponsors will also be meeting to inform parents about the re-formed FFA Alumni Support group and their activities. The Support Group acts as a booster club for the FFA Chapter and more supporters are needed to keep this group growing. The group will meet to form ideas for sponsoring the FFA Chapter and select leaders for the year. Parents and other community members are encouraged to attend and be a part of the group. At this time the group would meet monthly during the school year at the same time as the FFA Chapter meetings.

FFA members, parents and supporters should plan to attend the FFA Kick-off Picnic on Monday, August 23 at North Park starting at 7:00pm. If there are any questions please contact the FFA Advisor, Jeff Moore at Holdrege High School.

**BULLYING:** While it may appear to be a harmless rite of passage, bullying can have detrimental and even deadly consequences for some students. Reports from Norway, England, and Japan indicate that students have allegedly committed suicide following episodes of severe bullying. A 1997 article in USA Today concluded, “bullying is rampant in U.S. schools”. There is a growing consensus among researchers that bullying in schools is a “worldwide problem” that can negatively impact the general school climate and students’ right to attend safe schools free from fear.

But what exactly is bullying? Bullying refers to repeated oppression, either physical or psychological, of a less powerful person by a more powerful person or group. The essential ingredient is a power imbalance that makes possible the ill treatment of the victim. In studies of bullying, the most commonly reported form was verbal abuse and harassment, followed by nasty comments about physical appearance, and social bullying. Social bullying, a more subtle form of isolation resulting from the exclusion of students from peer friendship groups, was found to be perhaps “the most pernicious.”

Researchers point out that bullying consists of direct behaviors, such as teasing, taunting, threatening, hitting, and stealing, carried out by one or more students against a victim. In addition to direct attacks, bullying can also be indirect, for example, socially isolating a student through intentional exclusion. Whether direct or indirect, the key component of bullying is that physical or psychological intimidation occurs repeatedly over time, creating an ongoing pattern of harassment and abuse.

Bullying behaviors may result in serious consequences for everyone involved. Studies conducted in Scandinavian countries and elsewhere by D. Olweus revealed a strong correlation between bullying other students during school years and criminal behavior as adults. Olweus’ study in 1993 indicated that 60% of students who were characterized as bullies in grades 6 through 9 ran up at least one criminal conviction by age 24. Another study pointed out that chronic bullies seem to maintain their negative behaviors into their adult years, greatly lessening their ability to develop and maintain positive relationships as adults. Bullying frequently causes the victims to



become fearful of school and to view it as an unsafe and unhappy place. Being bullied may also lead to depression and low self-esteem, problems that can carry into adulthood. Various reports and studies have established that approximately 15% of students are either bullied regularly or are initiators of bullying behaviors. Typically, boys engage in bullying behaviors more frequently than girls do. While bullying behaviors are generally higher among elementary and middle level students, it is still an issue in high school.

Bullying behaviors are not acceptable at Holdrege High School and will be dealt with severely. In a 1998 article, R. Gibson stated, "Our society is one in which we glorify the strong and ridicule the weak, and I think that kids tend to very much take this on." Bullying is not a developmental phase of growing up, but a serious social problem that may greatly affect the ability of students to progress academically and socially. Because bullying may have negative lifelong consequences for both victims and perpetrators, it is necessary for schools to specifically address the issue of bullying. We will be having an assembly in early October with a focus on how students can deal with bullying behaviors in schools. We appreciate your support as we work to eradicate this problem at HHS.

**SELECTIVE SERVICE REGISTRATION:** The Selective Service System is an independent agency within the Executive Branch of the Federal Government. Selective Service is not part of the Department of Defense, but operates under a federal law, the Military Selective Service Act. The law requires that all male United States citizens and male aliens residing in the United States register within a period starting 30 days before, and ending 30 days after, their 18<sup>th</sup> birthday. Failure to register, or otherwise comply with the Military Selective Service Act is, upon conviction, punishable by a fine of up to \$250,000, imprisonment for up to five years, or both. To register, you may pick up the registration from any Post Office, complete and sign it, and hand it to the postal clerk. Eighteen-year-olds may also register on-line at [www.sss.gov](http://www.sss.gov). If you have questions about selective service registration, please feel free to visit with Mr. Veal, Mrs. Freburg, or Mr. Drews.

**DIRECTORY INFORMATION:** The Holdrege Public Schools policy #5208 states as follows: *"The Holdrege Board of Education Policy reserves the right to distribute directory information. Directory information is defined by the Department of Health, Education and Welfare as: the student's name, address, telephone number, date and place of birth, major field of study, participation in school activities, height, weight and membership on athletic teams, date of attendance, and degree and awards received. Parents who do not wish the District to distribute such information should make such request in writing to the principal in charge of their student. The request is valid for the current school year. A new request must be made each school year."*

It is the policy of the Holdrege High School to release student directory information to groups and organizations that request such information and are approved by the principal. Directory information may include such information as a student's name, address, telephone number, birthday, honor rolls (including 4.0 honor roll), honors and awards, and dates of attendance. You may request that we not disclose directory information regarding your student. The *No Child Left Behind Act* recently passed by Congress directs schools to share directory information with military recruiters. You may also request that directory information not be disclosed to military recruiters. Please submit all such requests in writing to the school office, and we will remove your student's name from all directory information lists.



## School Meals at No Charge for All Students

Effective for School Year 2021-22, Holdrege Public Schools will serve meals at no charge to enrolled students. The U.S. Department of Agriculture (USDA) has approved use of the Seamless Summer Option (SSO), which allows local school districts to provide no-cost meals to all enrolled students for the duration of the 2021-22 school year.

The new school year requires a new meal application. Although school meals will be provided at no cost to all children, school funding depends on completed meal applications. It is important to submit a complete SY2021-22 meal application as soon as possible.

- Only one meal application is needed for each household.
- Applications are available at each school and Central Office

This institution is an equal opportunity provider.

**HHS Meals August 2021** - To find the most accurate and current menus each day for Holdrege HS, go to our website (dusters.org) and find “Lunch Menu” option as you hover over “Links” on the right hand side of the top banner, or use the links provided below:

### **HHS Breakfast Menu - August 2021**

<https://www.myschoolmenus.com/instance/291/district/311/school/2601/menu/18919>

### **HHS Lunch Menu - August 2021**

<https://www.myschoolmenus.com/instance/291/district/311/school/2601/menu/18922>

Holdrege Public School does not discriminate on the basis of race, color, national origin, gender, marital status, disability, or age in admission or access to, or treatment of employment, in its programs and activities. The following person(s) has/have been designated to handle inquiries regarding complaints, grievance procedures or the application of these policies of nondiscrimination:

Title: Mr. Todd Hilyard, Superintendent of Schools  
Address: 505 14th Avenue, Holdrege, Nebraska 68949  
The Phone #: 308.995.8663

If parents, employees and students do not feel that their complaints regarding Title IX, Title VI, Section 504 have met with resolution at the local level, they can appeal their grievances to the regional Department of Education, Office for Civil Rights. All appeals should be directed to the following address:

Office for Civil Rights  
8930 Ward Parkway, Suite 2037  
Kansas City, MO 64114  
816-268-0550  
FAX: 816-8

# Holdrege Public Schools

*Empowering ALL Students For Success*

[www.dusters.org](http://www.dusters.org)

P.O. Box 2002 • Holdrege • Nebraska • 68949-2002

An Equal Opportunity Agency

Holdrege Public School is participating in the USDA's waiver which allows schools to operate the Seamless Summer Option (SSO) for School Year 2021-2022.

## **What this means for you:**

*Your student will receive meals at no cost for the entire 2021-2022 school year.*

Please complete the enclosed income eligibility application. Although your student will be receiving meals at no cost, completion of the application is important for the following reasons:

- **P-EBT Benefits:** Households may be eligible for Pandemic-EBT benefits through the Nebraska Department of Health and Human Services. P-EBT benefits are based in part on eligibility for Free and Reduced-Price meals.
- **Fee Waivers and Health Insurance:** Student Free and Reduced-Price meal eligibility can be shared with other programs within Holdrege Public Schools (with parental consent) for the purposes of fee waivers, scholarships, Medicaid and SCHIP.
- **School Benefits:** Your school receives State and local funding based on the number of students eligible for Free and Reduced-Price meals.

**Important:** Your student(s) will continue to receive meals at no cost for the 2021-22 school year regardless of the eligibility determination of your household's SY2021-22 application.

**Free & Reduced-Price School Meals Family Application** – complete one application per household Attachment C: 2021-22

**Return Completed Application to: Holdrege Public Schools, 505 14<sup>th</sup> Ave, PO Box 2002, Holdrege, NE 68949**

**Part 1: Children in School**

List names of all children in school (**First, Middle Initial, Last**).  
If all children listed are foster, skip to Part 4 to sign the form.  
If some of the children are foster or are homeless, migrant or runaway children, complete all steps of the application.

Grade

Name of School Child Attends

Check all that apply:  
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"/>

**Part 2: Assistance Programs – SNAP, TANF or FDPIR Benefits**

Enter **MASTER CASE NUMBER** if household qualifies for SNAP, TANF or FDPIR:  
(Social Security numbers, Medicaid numbers and EBT numbers are not accepted.) Skip to Part 4

**Part 3: Total Household Gross Income – You must tell us how much and how often.**

**1. Household Members**

List **everyone** in the household, current income each person earns in **whole dollars** (no cents) & how often. Entering "0" or leaving the income field blank certifies no income to report. A foster child's **personal** use income must be listed.

**2. Gross Income (before taxes) and How Often it was Received**

Earnings from Work before deductions		Public Assistance, Child Support, Alimony		Pensions, Retirement and All Other Income	
Income	How often	Income	How often	Income	How often

Income	How often	Income	How often	Income	How often

Total Number of Household Members: \_\_\_\_\_  
(Children and Adults)

Last four digits of Social Security Number (SSN) of the adult signing this form: XXX – XXX – \_\_\_\_\_

Check if no SSN

**Part 4: Adult Signature and Contact Information – An adult household member must sign the application.**

*"I certify (promise) that all information on this application is true and that all income is reported. I understand that this information is given in connection with the receipt of Federal funds and that school officials may verify (check) the information. I am aware that if I purposely give false information, my children may lose meal benefits and I may be prosecuted under applicable State and Federal laws."*

Sign here:

Print name:

Date:

Street Address (if available):

Zip:

Daytime Phone:

**Part 5: Children's Ethnic and Racial Identities – Optional**

**Check one Ethnic Identity:** – and – **Check one or more Racial Identities:**

- |   |                                |  |  |
|---|--------------------------------|--|--|
| <input type="checkbox"/> Hispanic or Latino     | <input type="checkbox"/> Asian | <input type="checkbox"/> Black or African American         | <input type="checkbox"/> Native Hawaiian or other Pacific Islander |
| <input type="checkbox"/> Not Hispanic or Latino | <input type="checkbox"/> White | <input type="checkbox"/> American Indian or Alaskan Native |  |

**Do Not Fill Out the Section Below - For School Use Only**

Annual Income Conversion:      Weekly X 52;      Every 2 weeks X 26;      Twice a month X 24;      Monthly X 12

Total Household Size: \_\_\_\_\_

Total Income: \_\_\_\_\_ per

Year    Month    2 X Mo    Every 2 Wks    Week

- |  |   |                                 |
|--|---|---------------------------------|
| <input type="checkbox"/> Free                      | <input type="checkbox"/> Reduced                | <input type="checkbox"/> Denied |
| <input type="checkbox"/> Income                    | Reason for denial:                              |                                 |
| <input type="checkbox"/> Categorically eligible:   | <input type="checkbox"/> Income too high        |                                 |
| <input type="checkbox"/> SNAP/TANF/FDPIR           | <input type="checkbox"/> Incomplete application |                                 |
| <input type="checkbox"/> Foster Child              |   |                                 |
| <input type="checkbox"/> Homeless/Migrant/Runaway: |   |                                 |
| <i>(Official Documentation Required at School)</i> |   |                                 |

Signature of Determining Official:

Date Approved:

**FOR THE VERIFICATION PROCESS ONLY:**

Signature of Confirming Official:

Date Confirmed:

Signature of Verifying Official:

Date Verified:

Date Withdrawn From School:

**Your children may qualify for free or reduced-price meals if your household income falls at or below the limits on this chart.**

<b>FEDERAL INCOME CHART</b> for School Year 2021-22					
Household size	Yearly	Monthly	Twice per Month	Every Two Weeks	Weekly
1	23,828	1,986	993	917	459
2	32,227	2,686	1,343	1,240	620
3	40,626	3,386	1,693	1,563	782
4	49,025	4,086	2,043	1,886	943
5	57,424	4,786	2,393	2,209	1,105
6	65,823	5,486	2,743	2,532	1,266
7	74,222	6,186	3,093	2,855	1,428
8	82,621	6,886	3,443	3,178	1,589
Each additional person:	8,399	700	350	324	162

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 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.

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](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)

This institution is an equal opportunity provider.

### Sharing Information with Holdrege Public School Programs - Optional

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Dear Parent/Guardian:

To save you time and effort, the information you gave on your Free and Reduced-Price School Meal Application may be shared with other programs for which your child(ren) may qualify with Holdrege Public Schools.

We must have your permission to share your information for the Student Fee Waiver Program. This program may cover some of your child's fees. Some examples of fees that may be covered are headphones, activity tickets, activity participation fees, field trips, annual computer use fee, preschool tuition, and other items/programs as determined by the school district. *Class dues are NOT included in the Student Fee Waiver Program.*

**Sending in this form will not change whether your children get free or reduced-price meals.**

---

- Yes! I **DO** want school officials to share information from my Free and Reduced-Price School Meals Application for the purposes of the Student Fee Waiver Program.
- No! I **DO NOT** want school officials to share information from my Free and Reduced-Price School Meals Application for the purposes of the Student Fee Waiver Program.

**If you checked "yes" above, complete the following form to ensure that your information is shared for the child(ren) listed below. Your information will be shared only with the individuals involved with the Student Fee Waiver Program.**

Child's Name: \_\_\_\_\_ School: \_\_\_\_\_

Child's Name: \_\_\_\_\_ School: \_\_\_\_\_

Child's Name: \_\_\_\_\_ School: \_\_\_\_\_

Child's Name: \_\_\_\_\_ School: \_\_\_\_\_

Child's Name: \_\_\_\_\_ School: \_\_\_\_\_

Child's Name: \_\_\_\_\_ School: \_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Address: \_\_\_\_\_

For more information, you may contact Dana Brinkman at 308-995-8663  
or email [dana.brinkman@dusters.org](mailto:dana.brinkman@dusters.org).

Return this form to the school your child is attending or to Central Office.

**A Free and Reduced-Price School Meal application must be completed prior to any fees waived. Students are responsible for fees charged prior to the approval of the application and waiver.**



# Holdrege Public Schools

Empowering ALL Students For Success

[www.dusters.org](http://www.dusters.org)

P.O. Box 2002 • Holdrege • Nebraska • 68949-2002

An Equal Opportunity Agency

Dear Parent/Guardian:

Children need healthy meals to learn. **Holdrege Public Schools** offer healthy meals every school day. Breakfast costs **\$0 for PK-12**; lunch costs **\$0 for PK-12**. **Your children may qualify for free or reduced-price meals.** Reduced-price is **\$0** for breakfast and **\$0** for lunch. If your child(ren) qualified for free or reduced-price meals at the end of last school year, you must submit a new application by September 22, 2021 in order to avoid an interruption in meal benefits.

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 the Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF) or the Food Distribution Program on Indian Reservations (FDPIR) are eligible for free meals.
- 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.
- Children may receive free or reduced-price meals if your household's income is within the limits on the Federal Income Eligibility Guidelines. Your children may qualify for free or reduced-price meals if your household income falls at or below the limits on this chart.

2. 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 haven't been told your children will get free meals, please call Todd Hilyard, Superintendent, at 308-995-8663 or e-mail [todd.hilyard@dusters.org](mailto:todd.hilyard@dusters.org).
3. 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: Holdrege Public Schools, Attn: Dana Brinkman, 505 14<sup>th</sup> Ave, PO Box 2002, Holdrege, NE 68949**
4. SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE ALREADY APPROVED FOR FREE MEALS? No, but please read the letter you got carefully and follow the instructions. If any children in your household were missing from your eligibility notification, contact Dana Brinkman at 308-995-8663 immediately.
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. You must send in a new application unless the school told you that your child is eligible for the new school year. If you do not send in 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. Please send in an application.
7. WILL THE INFORMATION I GIVE BE CHECKED? Yes. We may also ask you to send written proof of the household income you report.
8. 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.
9. 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 **308-995-8663** or writing to: **Holdrege Public Schools, Attn: Todd Hilyard, PO Box 2002, Holdrege, NE 68949.**
10. 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.
11. 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.
12. 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.
13. 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. Any additional combat pay resulting from deployment is also excluded from income.
14. WHAT IF THERE ISN'T 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. Contact the school your child attends or Central Office to receive a second application.
15. 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, please go online to [ACCESSNebraska.ne.gov](http://ACCESSNebraska.ne.gov) or call 1-800-383-4278.
16. If you have other questions or need assistance please call 308-995-8663.

Sincerely,  
Dana Brinkman  
Holdrege Public Schools  
Central Office

## Instructions for Completing the Free & Reduced-Price School Meals Family Application

**For households receiving benefits from the Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF) or the Food Distribution Program on Indian Reservations (FDPIR), follow these instructions:**

- Part 1:** List each child's name, the school they attend and their grade.  
**Part 2:** Enter household's Master Case Number if the household qualifies for SNAP, TANF or FDPIR.  
**Part 3:** Skip this part.  
**Part 4:** Complete this part. An adult must sign the form.  
**Part 5:** This part is optional and does not affect your children's eligibility for free or reduced-price meals. If you do not select race or ethnicity, one may be selected based on visual observation.

**For households with FOSTER, HOMELESS, MIGRANT or RUNAWAY CHILDREN, follow these instructions:**

**If all children in the household are foster children:**

- Part 1:** List all foster children, the school they attend and their grade. Check the box indicating the child is a foster child.  
**Part 2:** Skip this part.  
**Part 3:** Skip this part.  
**Part 4:** Complete this part. An adult must sign the form.  
**Part 5:** This part is optional and does not affect your children's eligibility for free or reduced-price meals. If you do not select race or ethnicity, one may be selected based on visual observation.

**If some of the children in the household are foster children or are homeless, migrant or runaway children:**

- Part 1:** List all children, the school they attend and their grade. Check the appropriate box.  
**Part 2:** If the household does not have a Master Case Number, skip this part.  
**Part 3:** Follow these instructions to report total household income from last month.  
**Column 1 – Household Members:** List the first and last name of **each** person living in your household, related or not (such as grandparents, other relatives or friends) who share income and expenses. Attach another sheet of paper if necessary.  
**Column 2 - Gross Income and How Often it was Received:** Gross income is the amount earned **before taxes and other deductions**; it is not your take-home pay. For each household member, list each type of income received for the month. You must also report how often the money is received – weekly, every other week, twice a month, or monthly.

**Earnings from Work** includes the following:

- Salary, wages, cash bonuses
- Net income from self-employment (farm or business)

If you are in the U.S. Military, include:

- Basic pay and cash bonuses (do not include combat pay, Family Subsistence Supplemental Allowance (FSSA) payments or privatized housing allowances)
- Allowances for off-base housing, food and clothing

**Do not include income** from SNAP, FDPIR, WIC, Federal education benefits and foster care payments.

**Public Assistance/Child Support/Alimony** includes the following:

- Unemployment benefits, Worker's compensation
- Supplemental Security Income (SSI), Cash assistance from state or local government
- Veteran's benefits (VA benefits), Strike benefits
- Child support payments, Alimony payments

**Pensions/Retirement/All Other Income** includes the following:

- Social Security payments (including railroad retirement and black lung benefits)
- Private pensions or Disability benefits
- Regular income from trusts or estates, Annuities, Investment income, Earned interest, Rental income and *Regular* cash payments received from outside the household.

If you have no income, write "0" or leave the income field blank. By doing this, you are certifying there is no income to report.

**Household Size:** Enter the total number of people in your household.

**Social Security Number:** The adult signing the form must list the last four digits of their Social Security Number (SSN) or check the box to the right labeled "Check if no SSN."

**Part 4:** Complete this part. An adult must sign the form.

**Part 5:** This part is optional and does not affect your children's eligibility for free or reduced-price meals. If you do not select race or ethnicity, one may be selected based on visual observation.

**Please note:** Children who meet the definition of homeless, migrant or runaway, are eligible for free meals. However, the school district must have documentation on file from a migrant coordinator, homeless/runaway liaison or the district's Direct Certification list to approve the child for free meals.

**For ALL other households, follow these instructions:**

**Part 1:** List all children, the school they attend and their grade.

**Part 2:** If the household does not have a Master Case Number, skip this part.

**Part 3:** Follow these instructions to report total household income from last month.

**Column 1 – Household Members:** List the first and last name of **each** person living in your household, related or not (such as grandparents, other relatives or friends) who share income and expenses. Attach another sheet of paper if necessary.

**Column 2 - Gross Income and How Often it was Received:** Gross income is the amount earned **before taxes and other deductions**; it is not your take-home pay. For each household member, list each type of income received for the month. You must also report how often the money is received – weekly, every other week, twice a month, or monthly.

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- Salary, wages, cash bonuses
- Net income from self-employment (farm or business)

If you are in the U.S. Military, include:

- Basic pay and cash bonuses (do not include combat pay, Family Subsistence Supplemental Allowance (FSSA) payments or privatized housing allowances)
- Allowances for off-base housing, food and clothing

**Do not include income** from SNAP, FDPIR, WIC, Federal education benefits and foster care payments.

**Public Assistance/Child Support/Alimony** includes the following:

- Unemployment benefits, Worker's compensation
- Supplemental Security Income (SSI), Cash assistance from state or local government
- Veteran's benefits (VA benefits), Strike benefits
- Child support payments, Alimony payments

**Pensions/Retirement/All Other Income** includes the following:

- Social Security payments (including railroad retirement and black lung benefits)
- Private pensions or Disability benefits
- Regular income from trusts or estates, Annuities, Investment income, Earned interest, Rental income and *Regular* cash payments received from outside the household.

If you have no income, write "0" or leave the income field blank. By doing this, you are certifying there is no income to report.

**Household Size:** Enter the total number of people in your household.

**Social Security Number:** The adult signing the form must list the last four digits of their Social Security Number (SSN) or check the box to the right labeled "Check if no SSN."

**Part 4:** Complete this part. An adult must sign the form.

**Part 5:** This part is optional and does not affect your children's eligibility for free or reduced-price meals. If you do not select race or ethnicity, one may be selected based on visual observation.

### Meal Charge Policy

It is the policy of the District to comply with the National School Lunch Program and School Breakfast Program.

### Student Eligibility

Families of students who may be eligible for free or reduced price school meals should submit an application to determine their eligibility. Applications are mailed to each student household at the start of the school year and are available at each school office and Central Office. As long as an application is submitted on or after July 1, the application will be considered current for the new school year. A student may become eligible for free or reduced meals at any time during the school year if the household experiences a change in financial circumstances or household size and a new application is approved.

### Meal Account Balances

The District will ensure that families can check their meal account balances online or contact the school directly or Central Office. The District will ensure that at least one form of meal account payment is free of charge.

The District encourages families to prepay for meals. Students and families may also add funds during the school day. Any balance remaining in an account shall carry over into the next month. Households with funds remaining in their account at the end of the school year may request a refund or carry over funds to the next school year. When a student leaves the District or graduates, the District shall attempt to contact the student's household to return any funds remaining in the student's meal account.

Each school will notify the student, parent, or guardian that the balance is getting low by sending a note, an automated phone call, an email, or ask the student to contact the parent or guardian. If the balance becomes negative, no further regular breakfasts or lunches will be offered. Rather an alternate meal will be provided to the student as approved by the Nebraska Department of Education Nutrition Services or a sack lunch may be brought from home. We request that food brought from home have nutritional value and should not contain fast food, soda pop, or energy drinks. Ala carte purchases will be prohibited if the student does not have money in their account.

Unpaid meal charges may be carried over at the end of the school year as a delinquent debt and the District shall undertake reasonable collection efforts to collect unpaid meal charges classified as delinquent debt, pursuant to and in compliance with state and federal law. The District shall maintain records of its collection efforts and, once delinquent meal charges are converted to bad debt, its documentation establishing and handling of the bad debt.



Student Confidentiality

The District will disclose individual student eligibility information only to those persons (and organizations) that require the information in order to carry out an activity specifically authorized by the National School Lunch Act, subject to applicable legal exceptions.

The District shall not use or implement any colored or coded meal cards, tickets, tokens, or other methods of payment that would overtly identify a student as being eligible for free or reduced price meals.

Distribution Annually

This policy shall be provided in writing to all students' households at the start of each school year and to households transferring to the District during the school year.

This policy shall also be provided annually to District staff members responsible for the enforcement of this policy, including food service professionals.

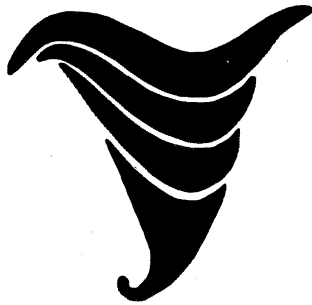
The Superintendent or the Superintendent's designee shall maintain documentation of the annual distribution of this policy to students' households and District staff.

Legal Reference: Richard B. Russell National School Lunch Act (42 U.S.C. § 1751);  
U.S.D.A. Memorandum SP 57-2016.

Adoption: 6/12/2017

# infoodservice

INFORMATION  
PAYMENTS  
MEAL PRICES  
MENUS  
LOCATIONS  
CONTACTS



We look forward to the coming school year at Holdrege Public Schools as Lunchtime Solutions continues to provide the food service program. The purpose of this communication is to provide you with an overview of the school food service program this year. If you have any questions or comments about our program, please feel free to contact Casey Greenlee, Food Service Director at 402-209-4465 or [c.greenlee@lunchtimesolutions.com](mailto:c.greenlee@lunchtimesolutions.com). For your convenience, our menu is posted monthly on the Holdrege Public School website, at [www.dusters.org](http://www.dusters.org). Lunch and breakfast prices are listed below, along with extra entrée prices and extra milk prices.

## USDA 2021-22 School year Waiver

The USDA has approved use of the Seamless Summer Option (SSO), which allows local school districts to provide no-cost meals to all enrolled students for the duration of the 2021-22 school year. This does not include extra entrée, extra milk, snack milk, other Ala Carte items, or adult meals. The student must have money in their account to purchase extras.

## School Breakfast

Breakfast is served in the dining areas at all schools before school starts. Please encourage your student to participate in school breakfast. Research studies show that eating breakfast can help students perform better in the classroom.

## School Lunch

School lunch will offer a wide variety of choices for students. Each building has a variety of entrée; Elementary has 3 options, Middle School has 4, and the High School has 6. All meals include an entrée choice, a hot vegetable plus the unlimited Fruit & Veggie Bar, and milk choices.

## Chef Creations Program

Lunchtime Solutions is rolling out the *Chef Creations* Program in school year 2021-2022. This specialty entrée feature is an alternative to our Chef Prepared Entrees program. The offerings are restaurant style, chef inspired and created entrees. available to Middle & High School students in the serving line. Chef Creations entrée comes with unlimited fruits and vegetables from our Fruit and Veggie Bar and milk choices



	Paid	Reduced	Free
<b>Lunch Prices</b>			
Pre-K-4 Lunch	\$0.0	\$0.0	\$0.00
5-12 Lunch	\$0.0	\$0.0	\$0.00
Extra Lunch Entrée	\$1.85	\$1.85	\$1.85
Extra Pizza Hut Slice (MS & HS Only)	\$2.00	\$2.00	\$2.00
Extra Milk	\$0.45	\$0.45	\$0.45
Chef Creations (MS & HS Only)	\$0.00	\$0.00	\$0.00

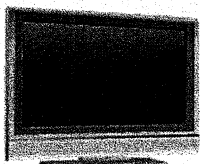
<b>Breakfast Prices</b>			
PK-12 Student	\$0.00	\$0.00	\$0.00
Extra Breakfast Entrée	\$1.10	\$1.10	\$1.10

**ALL CHECKS SHOULD BE MADE OUT TO  
"Holdrege Public Schools"**

**Join Us Anytime!** Please join your child for breakfast or lunch on any day. The cost for an adult meal, breakfast \$2.35, Lunch \$3.85 and Adult one trip fruit and veggie bar \$2.00. We hope to see you soon!

## INFORMATION ONLINE:

Monthly menus  
Health and wellness articles  
Fun recipes  
Locally grown selections



Connect through the Lunch Menu link on your school district's website

# MY LUNCHTIME MY CHOICES!

## Extra Entrées & Extra Milk

At an extra cost, students can purchase an additional entrée or milk. For example, if a student wants an additional slice of pizza, that entrée can be selected in the lunch line and charged to the student's account. If a student qualifies for free or reduced-price meals they receive one entrée and a milk with their meal; they must have money in their account to purchase any extra entrées or extra milk.

## A la Carte Snack and Beverage Sales

For Middle/High School students, a la carte items will be available during the lunch period. A la Carte items offered include: 100% fruit juice, snack mixes like Chex Mix, a variety of baked chips. All a la carte items meet standards set by the Holdrege Public Schools Wellness Policy. All students - paid, or those that qualify for free or reduced - must have money in their account to purchase any a la carte items.

## Outside Food and Beverage

The District does not allow the delivery of food or beverages from outside vendors or fast food establishments for a student's breakfast or lunch meal. All meals are to be provided by the District's School Food Service or a prepared meal from home may be sent with your student. No soda pop is allowed during the breakfast and lunch serving times.

## Diet Modifications

Families are responsible for notifying the School Food Service if their child requires a diet modification because of a disability. A licensed physician must provide specific written medical documentation. Please contact Casey Greenlee at 402-209-4465 or [c.greenlee@lunchtimesolutions.com](mailto:c.greenlee@lunchtimesolutions.com) for more information.

## School Meal Account

Families are encouraged to visit with their students about their school meal account and set any limits necessary by contacting the Central Office at 308-995-8663. To assist parents with monitoring their student's meal account activity, please log onto your Infinite Campus account. All students can also be informed of their account balance in the meal line. **The District does not allow students to charge when the account balance reaches zero.** When an account balance is low, students will receive a reminder to bring money. When an account is negative, all purchases will stop. If the student qualifies for free meals, they still will be able to receive a school meal, but no extra entrée or a la carte sales will be allowed. Students will not be allowed to purchase any extra items unless they have money in their account. Please refer to the district's Lunch Account Policy for more information.

A Point of Sale (POS) software system is used for the school meal program. Please note the following important information:

- Each student will have his/her own individual **Student Account**, however a **Family Account** is available to share a funds balance. Please contact Dana Brinkman at Central Office at 308-995-8663 to set up a Family Account.
- If sending cash with a student, place in a sealed envelope, with the student's name. We are not responsible for lost, unidentified, or stolen cash.
- Deposits should be turned in by 9:00 a.m. at the student's school.
- Online payments to student accounts may be made by logging onto the Infinite Campus Portal. To receive a user name and password, please contact the school office.

**Meal Account Deposits can be made before the first day of school.** Because we receive an overwhelming amount of deposits the morning of the first day of school, we cannot guarantee that we will be able to input all deposits into accounts before the meal periods begin. To insure that your deposit is credited to your student's lunch account on the first day of school, please send your first deposit, for each student in your family, to the building your students will be attending.

- Be sure to include your name and your student's name. Also include any changes in your address or telephone number.
- Student Meal Account Deposits will be accepted during the open houses being conducted at each school building before school starts.

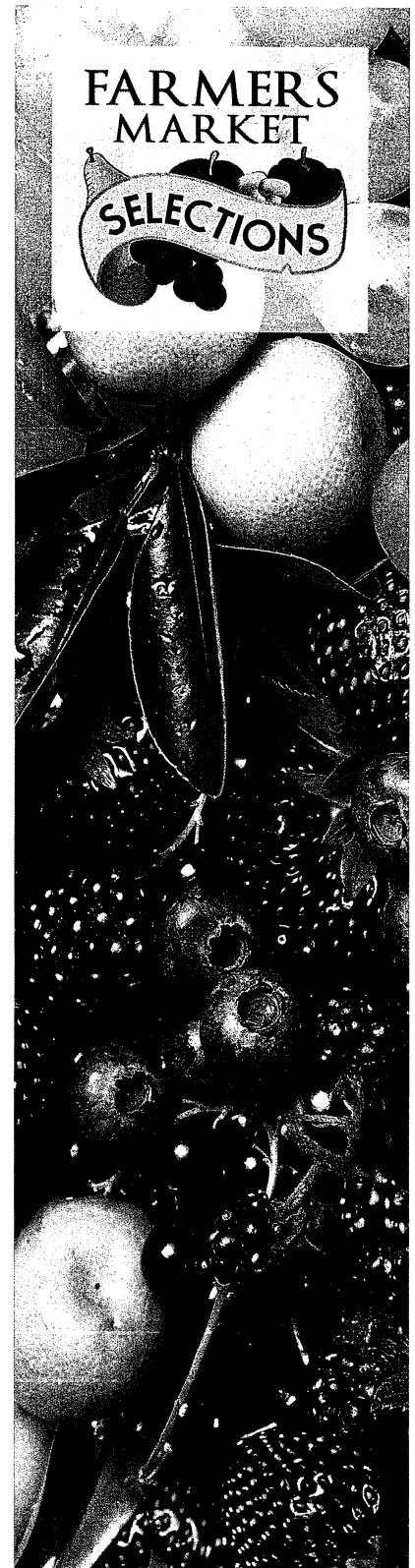
**Free & reduced meal applications may be submitted at any time during the school year but eligibility won't apply until the application is approved.** Applications can be picked-up at the administration building or at each school office. Previous eligibility will carry over to **September 22nd.** At that time, students will revert to paid status until a current Free & Reduced application has been received and approved. Status is effective the date the application is approved.

Contact: Casey Greenlee, Food Service Director at 402-209-4465 or  
[c.greenlee@lunchtimesolutions.com](mailto:c.greenlee@lunchtimesolutions.com)  
[www.lunchtimesolutions.com](http://www.lunchtimesolutions.com)



**Lunchtime  
Solutions, Inc.**

*This institution is an equal opportunity provider and employer.*



**UNLIMITED  
SERVINGS  
OF  
FRUITS  
& VEGGIES**

Devuelva la solicitud completada a: **Holdrege Public Schools, 505 14<sup>th</sup> Ave, PO Box 2002, Holdrege, NE 68949**

**Parte 1: Niños que asisten a la escuela**

Indique el nombre de todos los niños que asisten a la escuela (primer nombre, inicial del segundo, apellido). Si todos los niños nombrados son niños en custodia, salte a la Parte 4 para firmar el formulario. Si algunos de los niños son niños en custodia o sin hogar, migrantes o refugiados, complete todos los pasos de la solicitud.	Grado	Nombre de la escuela a la que el niño asiste	Marque todas las que correspondan	
			Niño en custodia	Niño sin hogar, migrante o refugiado
			<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"/>

**Parte 2: Programas de asistencia: Beneficios de Programa de Asistencia Nutricional Suplementaria (Supplemental Nutrition Assistance Program, SNAP), del Programa de Asistencia Temporal para Familias Necesitadas (Temporary Assistance for Needy Families, TANF) o del Programa de Distribución de Alimentos en Reservaciones Indígenas (Food Distribution Program on Indian Reservations, FDIPIR)**

Indique el NÚMERO DE CASO MAESTRO (Master Case Number) en caso de que la familia califique para los programas SNAP, TANF o FDIPIR:   
(No se aceptan número de Seguro Social, número de Medicaid ni número de transferencia electrónica de beneficios [Electronic Benefit Transfer, EBT]). Pase a la Parte 4.

**Parte 3: Ingresos brutos totales de la familia (Debe informar el monto y la frecuencia)**

<b>1. Miembros de la familia</b> Indique el nombre de todos los miembros de la familia, el ingreso actual de cada uno en dólares, en números redondos (sin centavos) y la frecuencia con la que lo recibe. Ingresar "0" o dejar el campo de ingreso en blanco certifica que no existe ningún ingreso para informar. Debe incluirse el ingreso para uso personal del niño en custodia.	<b>2. Ingreso bruto (sin impuestos) y frecuencia con la que se recibió</b>					
	Ganancias de trabajo antes de las deducciones		Asistencia pública, manutención de menores, pensión alimenticia		Pensiones, jubilación y demás ingresos	
	Ingreso	Frecuencia	Ingreso	Frecuencia	Ingreso	Frecuencia
Número total de miembros de la familia: (Niños y adultos) _____	Últimos cuatro dígitos del Número de Seguro Social (Social Security Number, SSN) del adulto que firma este formulario: XXX - XXX - _____				Marque esta opción si no hay SSN <input type="checkbox"/>	

**Parte 4: Firma del adulto e información de contacto - Un miembro adulto de la familia debe firmar la solicitud.**

"Certifico (prometo) que toda la información de esta solicitud es verdadera y que se han informado todos los ingresos. Comprendo que esta información se proporciona en relación con la recepción de fondos federales y que los funcionarios escolares pueden verificar (comprobar) la información. Comprendo que si proporciono información falsa de manera intencional, mis hijos podrían perder los beneficios de comidas, y yo podría ser procesado en virtud de las leyes estatales y federales vigentes".

Firme aquí: \_\_\_\_\_ Nombre en letra de imprenta: \_\_\_\_\_ Fecha: \_\_\_\_\_  
 Dirección (si está disponible): \_\_\_\_\_ Código postal: \_\_\_\_\_ Teléfono durante el día: \_\_\_\_\_

**Parte 5: Identidades étnicas y raciales de los niños (opcional)**

**Marcar una identidad étnica:** - y - **Marcar una o más identidades raciales:**

Hispano o latino                      Asiático                      Negro o afroamericano                      Nativo de Hawái u otra isla del Pacífico  
No hispano ni latino                      Blanco                      Indio americano o nativo de Alaska

**No complete la sección siguiente (Para uso escolar solamente)**

Conversión del ingreso anual:                      Semanal X 52                      Cada 2 semanas X 26                      Dos veces al mes X 24                      Mensual X 12	<input type="checkbox"/> Gratuitas <input type="checkbox"/> Reducidas <input type="checkbox"/> Rechazado
Cantidad total de integrantes de la familia: _____	<input type="checkbox"/> Ingreso                      Motivo del rechazo:
Ingreso total: _____ por	<input type="checkbox"/> Elegible según categoría:
<input type="checkbox"/> Año <input type="checkbox"/> Mes <input type="checkbox"/> Dos veces al mes <input type="checkbox"/> Cada dos semanas <input type="checkbox"/> Semana	<input type="checkbox"/> SNAP/TANF/FDIPIR <input type="checkbox"/> Ingreso demasiado elevado
	<input type="checkbox"/> Niño en custodia <input type="checkbox"/> Solicitud incompleta
	<input type="checkbox"/> Sin hogar/Migrantes/Refugiados:

(Se requiere la documentación oficial en la Escuela)

Firma del funcionario que determina: \_\_\_\_\_ Fecha de aprobación: \_\_\_\_\_

**PARA EL PROCESO DE VERIFICACIÓN SOLAMENTE:**

Firma del funcionario que confirma: \_\_\_\_\_ Fecha de confirmación: \_\_\_\_\_ Fecha de retiro de la escuela: \_\_\_\_\_

Firma del funcionario que verifica: \_\_\_\_\_ Fecha de verificación: \_\_\_\_\_

Es posible que sus hijos califiquen para recibir comidas gratuitas o a un precio reducido si su ingreso familiar se encuentra en el límite o debajo de los límites que se detallan en dicho cuadro.

<b>CUADRO DE INGRESO FEDERAL</b> para el año escolar 2021-22					
Cantidad de integrantes de la familia	Anual	Mensual	Dos veces por mes	Cada dos semanas	Semanal
1	23,828	1,986	993	917	459
2	32,227	2,686	1,343	1,240	620
3	40,626	3,386	1,693	1,563	782
4	49,025	4,086	2,043	1,886	943
5	57,424	4,786	2,393	2,209	1,105
6	65,823	5,486	2,743	2,532	1,266
7	74,222	6,186	3,093	2,855	1,428
8	82,621	6,886	3,443	3,178	1,589
Cada persona adicional:	8,399	700	350	324	162

La **Ley Nacional de Almuerzo Escolar Richard B. Russell** exige la información que aparece en esta solicitud. No tiene que brindar la información, pero si no lo hace, no podemos autorizar que su hijo reciba comidas gratuitas o a un precio reducido. Debe incluir los últimos cuatro dígitos del número de Seguro Social del miembro adulto del hogar que firma la solicitud. Los últimos cuatro dígitos del número de Seguro Social no son necesarios si usted envía la solicitud en nombre de un niño en custodia, si indica el número de caso del Programa de Asistencia Nutricional Suplementaria (Supplemental Nutrition Assistance Program, SNAP), el Programa de Asistencia Temporal para Familias Necesitadas (Temporary Assistance for Needy Families, TANF) o el Programa de Distribución de Alimentos en Reservaciones Indígenas (Food Distribution Program on Indian Reservations, FDIPIR) u otro identificador del FDIPIR para su hijo, o si indica que el miembro adulto del hogar que firma la solicitud no tiene número de Seguro Social. Utilizaremos su información para determinar si su hijo es elegible para recibir comidas gratuitas o a un precio reducido, así como para la administración y el cumplimiento de los programas de almuerzo y desayuno. ES POSIBLE que compartamos su información de elegibilidad con programas de educación, salud y nutrición para ayudarlos a evaluar, financiar y determinar los beneficios de sus programas, con auditores para las revisiones del programa, y con personal de fuerzas de seguridad para ayudarles a investigar infracciones en los reglamentos del programa.

De acuerdo con las regulaciones y políticas de los derechos civiles de la Ley Federal de Derechos Civiles y del Departamento de Agricultura de los Estados Unidos (U.S. Department of Agriculture, USDA), está prohibido que el USDA, sus agencias, oficinas y empleados y las instituciones que participan o administran los programas del USDA discriminen según raza, color, origen nacional, sexo, discapacidad, edad o tomen represalias por una actividad anterior sobre los derechos civiles en cualquiera de los programas o actividades manejados o patrocinados por el USDA.

Las personas con discapacidad que necesiten medios alternativos de comunicación para conocer la información del programa (es decir, Braille, letra grande, video con audio, lenguaje estadounidense de señas, etc.), deben comunicarse con la Agencia (estatal o local) donde solicitaron los beneficios. Las personas sordas, con dificultades auditivas, o con discapacidad del habla pueden comunicarse con el USDA a través del servicio federal de retransmisión al (800) 877-8339. Además, la información del programa puede estar disponible en otros idiomas además del inglés.

Para presentar una queja por discriminación, complete el Formulario de quejas por discriminación del Programa del USDA (AD-3027). Encuéntrelo en Internet en [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), en cualquier oficina del USDA o escriba una carta al USDA donde proporcione toda la información solicitada en el formulario. Si desea obtener una copia del formulario de queja, llame al (866) 632-9992. Envíe su formulario completo o carta al USDA por:

- (1) Correo postal: 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; o
- (3) Correo electrónico: [program.intake@usda.gov](mailto:program.intake@usda.gov)

Esta institución ofrece igualdad de oportunidades.



### Divulgar información a otros programas (opcional)

Estimado padre/madre/tutor:

Para ahorrarle tiempo y esfuerzo, la información que proporcione en su Solicitud de comidas escolares gratuitas o a precio reducido puede ser divulgada a otros programas para los que sus hijos podrían calificar.

Debemos tener su permiso para compartir su información para el Programa de Exención de Cuotas de Estudiantes. Puede cubrir el planificador de su hijo, los auriculares, el boleto de actividad, las cuotas de actividad (incluyendo pagar para participar), viajes de estudio, cuota anual de uso de computadora, matrícula preescolar, y otros artículos / programas según lo determine el distrito escolar.

El envío de este formulario no cambiará si su hijo / a recibe comidas gratis o precio reducido.

- Sí! SÍ**, quiero que los funcionarios de la escuela compartan información de mi solicitud de comidas escolares gratuitas oa precio reducido con el propósito del Programa de Exención de Cuotas de Estudiantes.
- No! NO** quiero que los oficiales de la escuela compartan información de mi solicitud de comidas escolares gratuitas oa precio reducido para el propósito del Programa de Exención de Cuotas de Estudiantes.

**Si marcó "sí" en el cuadro anterior, complete el siguiente formulario para asegurarse de que su información se comparta con el / los niño (s) que se enumeran a continuación. Su información se compartirá con las personas involucradas con el Programa de exención de cuotas para estudiantes.**

Nombre del niño: \_\_\_\_\_ Escuela: \_\_\_\_\_

Nombre del niño: \_\_\_\_\_ Escuela: \_\_\_\_\_

Nombre del niño: \_\_\_\_\_ Escuela: \_\_\_\_\_

Nombre del niño: \_\_\_\_\_ Escuela: \_\_\_\_\_

Nombre del niño: \_\_\_\_\_ Escuela: \_\_\_\_\_

Nombre del niño: \_\_\_\_\_ Escuela: \_\_\_\_\_

Firma de padre/madre/tutor: \_\_\_\_\_ Fecha: \_\_\_\_\_

Nombre en letra de imprenta: \_\_\_\_\_

Dirección: \_\_\_\_\_

Para obtener más información, usted puede llamar a Dana Brinkman al 308-995-8663 o enviar un correo electrónico a [dana.brinkman@dusters.org](mailto:dana.brinkman@dusters.org).

Envíe este formulario a la escuela a la que su estudiante asiste o envíelo por correo a Holdrege Public Schools, PO Box 2002, Holdrege, NE 68949.

# Holdrege Public Schools

Empowering ALL Students For Success

[www.dusters.org](http://www.dusters.org)

P.O. Box 2002 • Holdrege • Nebraska • 68949-2002

An Equal Opportunity Agency

Estimado padre/madre/tutor:

Las Escuelas Públicas de Holdrege ofrecen comidas saludables todos los días escolares. El desayuno cuesta \$ 1.85 por PK-12; el almuerzo cuesta \$2.95 por PK-4 y \$3.15 por 5-12. Su (s) hijo (s) pueden calificar para recibir comidas gratis o de precio reducido. El precio reducido es \$.30 para el desayuno y \$.40 para el almuerzo. Si su (s) hijo (s) calificaron para comidas gratis o de precio reducido al final del último año escolar, debe presentar una nueva solicitud antes del 22 de septiembre de 2021 para evitar una interrupción en los beneficios de comidas.

Este paquete incluye una solicitud de beneficios de comidas gratuitas o a un precio reducido y una serie de instrucciones detalladas. A continuación, se presentan algunas preguntas y respuestas comunes que le ayudarán con el proceso de solicitud.

## 1. ¿QUIÉN PUEDE CONSEGUIR COMIDAS GRATUITAS O A UN PRECIO REDUCIDO?

- Todos los niños que vivan en hogares que reciban beneficios del Programa de Asistencia Nutricional Suplementaria (Supplemental Nutrition Assistance Program, SNAP), del Programa de Asistencia Temporal para Familias Necesitadas (Temporary Assistance for Needy Families, TANF) o del Programa de Distribución de Alimentos en Reservaciones Indígenas (Food Distribution Program on Indian Reservations, FDIPIR) son elegibles para recibir comidas gratuitas.
- Los niños en custodia que se encuentran bajo la responsabilidad legal de una agencia de acogida o de un tribunal son elegibles para recibir comidas gratuitas.
- Los niños que participen en el programa Head Start de su escuela son elegibles para recibir comidas gratuitas.
- Los niños que cumplan con la definición de desamparados, fugitivos o inmigrantes son elegibles para recibir comidas gratuitas.
- Es posible que los niños reciban comidas gratuitas o a un precio reducido si el ingreso familiar se encuentra dentro de los límites establecidos en las pautas federales de cumplimiento de requisitos de ingresos (Federal Income Eligibility Guidelines). Es posible que sus hijos califiquen para recibir comidas gratuitas o a un precio reducido si su ingreso familiar se encuentra en el límite o debajo de los límites que se detallan en dicho cuadro.

## 2. ¿CÓMO SÉ SI MI HIJO CALIFICA COMO DESAMPARADO, INMIGRANTE O FUGITIVO? ¿Los miembros de su hogar no tienen una dirección permanente? ¿Se alojan en un refugio, hotel u otro tipo de alojamiento transitorio? ¿Su familia se traslada dependiendo de la temporada? ¿Viven niños con usted que han elegido dejar sus familias u hogares anteriores? Si considera que los niños de su familia cumplen con estas descripciones y no le han informado que recibirán comidas gratuitas, llame o envíe un correo electrónico a **Todd Hilyard, Superintendente, 308-995-8663, o [todd.hilyard@dusters.org](mailto:todd.hilyard@dusters.org)**.

## 3. ¿DEBO COMPLETAR UNA SOLICITUD POR CADA NIÑO? No. *Utilice una Solicitud de comidas escolares gratuitas o a precio reducido para todos los estudiantes de su familia.* No podemos aprobar una solicitud que no esté completa. Por ello, asegúrese de completar toda la información solicitada. Envíe la solicitud completa a la siguiente dirección: **Holdrege Public Schools, Attn: Dana Brinkman, 505 14<sup>th</sup> Ave, PO Box 2002, Holdrege, NE 68949.**

## 4. ¿DEBO COMPLETAR UNA SOLICITUD SI RECIBÍ UNA CARTA ESTE AÑO ESCOLAR EN LA QUE DECÍA QUE MIS HIJOS YA FUERON APROBADOS PARA RECIBIR COMIDAS GRATUITAS? No, pero lea la carta que recibió atentamente y siga las instrucciones. Si en la notificación de elegibilidad falta algún niño de su familia, comuníquese con **Dana Brinkman at 308-995-8663.**

5. LA SOLICITUD DE MI HIJO FUE APROBADA EL AÑO ANTERIOR. ¿DEBO COMPLETAR UNA NUEVA? Sí. La solicitud de su hijo solamente es válida para el pasado año escolar y para los primeros días de este año escolar. Debe enviar una nueva solicitud, excepto que la escuela le informe que su hijo es elegible para el nuevo año escolar. Si no envía una nueva solicitud aprobada por la escuela o si aún no ha recibido una notificación acerca de si su hijo es elegible para comidas gratuitas, su hijo deberá pagar el precio total de las comidas.
6. PARTICIPO EN EL PROGRAMA PARA MUJERES, BEBÉS Y NIÑOS (WOMEN, INFANTS AND CHILDREN, WIC). ¿MIS HIJOS PUEDEN RECIBIR COMIDAS GRATUITAS? Los niños que viven en hogares que participan en el programa WIC pueden ser elegibles para recibir comidas gratuitas o a un precio reducido. Envíe una solicitud.
7. ¿SE COMPROBARÁ LA INFORMACIÓN QUE ENVÍE? Sí. Es posible que también le solicitemos un comprobante escrito del ingreso familiar que informe.
8. SI NO CALIFICO AHORA, ¿PUEDO ENVIAR LA SOLICITUD MÁS ADELANTE? Sí, puede enviar la solicitud en cualquier momento del año escolar. Por ejemplo, los niños que tengan un padre, madre o tutor que quede desempleado pueden volverse elegibles para recibir comidas gratuitas y a un precio reducido si el ingreso familiar queda debajo del límite de ingresos.
9. ¿QUÉ SUCEDE SI NO ESTOY DE ACUERDO CON LA DECISIÓN DE LA ESCUELA CON RESPECTO A MI SOLICITUD? Debe hablar con los funcionarios escolares. También puede solicitar una audiencia **308-995-8663** o escribiendo a: **Holdrege Public Schools, Attn: Todd Hilyard, PO Box 2002, Holdrege, NE 68949.**
10. ¿PUEDO PRESENTAR UNA SOLICITUD SI ALGÚN INTEGRANTE DE MI FAMILIA NO ES CIUDADANO ESTADOUNIDENSE? Sí. No es necesario que usted, sus hijos u otros miembros de su familia sean ciudadanos estadounidenses para solicitar comidas gratuitas o a un precio reducido.
11. ¿QUÉ SUCEDE SI MI INGRESO NO SIEMPRE ES EL MISMO? Indique la cantidad que normalmente cobra. Por ejemplo, si normalmente cobra \$1000 por mes, pero el mes pasado perdió algunos trabajos y solo ganó \$900, indique que gana \$1000 por mes. Si normalmente recibe pago por horas extras, inclúyalo, pero no lo incluya si trabaja horas extras solo de vez en cuando. Si se quedó sin trabajo o le redujeron las horas o el salario, indique su ingreso actual.
12. ¿QUÉ SUCEDE SI ALGUNOS DE LOS MIEMBROS DE LA FAMILIA NO TIENEN INGRESOS PARA INFORMAR? Le solicitamos que en la solicitud informe si hay miembros de la familia que no reciben ciertos tipos de ingreso o que no reciben ningún ingreso. En este caso, escriba 0 en el campo. Sin embargo, si alguno de los campos de ingresos queda vacío o en blanco, esos también se considerarán ceros. Tenga cuidado cuando deje campos de ingresos en blanco, ya que asumiremos que fue su intención hacerlo.
13. PERTENECEMOS AL SERVICIO MILITAR, ¿INFORMAMOS NUESTROS INGRESOS DE MANERA DIFERENTE? El sueldo básico y las bonificaciones en efectivo deben informarse como ingresos. Si recibe alguna asignación en efectivo para vivienda fuera de la base, alimentos o vestimenta, también debe incluirlos como ingresos. Sin embargo, si su vivienda forma parte de la Iniciativa de Privatización de Viviendas para Militares, no incluya su asignación para vivienda como ingreso. Cualquier otro pago adicional por combate que resulte de un despliegue tampoco debe incluirse como ingreso.
14. ¿QUÉ SUCEDE SI NO HAY ESPACIO SUFICIENTE EN LA SOLICITUD PARA TODOS LOS INTEGRANTES DE MI FAMILIA? Incluya a los miembros adicionales de su familia en una hoja separada y adjúntela a su solicitud. Comuníquese con [**nombre, dirección, número de teléfono, correo electrónico**] para recibir una segunda solicitud.
15. MI FAMILIA NECESITA MÁS AYUDA. ¿HAY OTROS PROGRAMAS EN LOS QUE PODRÍAMOS INSCRIBIRNOS? Para obtener información acerca de cómo enviar una solicitud para el SNAP u otros beneficios de asistencia, ingrese a ACCESSNebraska.ne.gov o llame al 1-800-383-4278.

Si tiene otras preguntas o necesita ayuda, comuníquese al [**número de teléfono**].

Atentamente,  
 Dana Brinkman  
 Escuelas públicas de Holdrege  
 Oficina central

## Instrucciones para completar la Solicitud familiar de comidas escolares gratuitas o a precio reducido

**Si su familia recibe beneficios del Programa de Asistencia Nutricional Suplementaria (Supplemental Nutrition Assistance Program, SNAP), del Programa de Asistencia Temporal para Familias Necesitadas (Temporary Assistance for Needy Families, TANF) o del Programa de Distribución de Alimentos en Reservaciones Indígenas (Food Distribution Program on Indian Reservations, FDIPIR), siga las siguientes instrucciones:**

- Parte 1:** Indique el nombre de cada niño, la escuela a la que asiste y el grado en el que se encuentra.
- Parte 2:** Indique el número de caso maestro (Master Case Number) en caso de que su familia califique para los programas SNAP, TANF o FDIPIR.
- Parte 3:** Omite esta parte.
- Parte 4:** Complete esta parte. Un adulto debe firmar el formulario.
- Parte 5:** Esta parte es opcional y no afecta la elegibilidad de su hijo para recibir comidas gratuitas o a precio reducido. Si no selecciona la raza o etnicidad, se puede seleccionar según la observación visual.

**En el caso de las familias con NIÑOS EN CUSTODIA, DESAMPARADOS, INMIGRANTES O FUGITIVOS siga las siguientes instrucciones:**

**Si todos los niños de la familia son niños en custodia:**

- Parte 1:** Indique el nombre de todos los niños en custodia, la escuela a la que asisten y el grado en el que se encuentran. Marque la casilla que indica que el niño es un niño en custodia.
- Parte 2:** Omite esta parte.
- Parte 3:** Omite esta parte.
- Parte 4:** Complete esta parte. Un adulto debe firmar el formulario.
- Parte 5:** Esta parte es opcional y no afecta la elegibilidad de su hijo para recibir comidas gratuitas o a precio reducido. Si no selecciona la raza o etnicidad, se puede seleccionar según la observación visual.

**Si algunos de los niños de la familia son niños en custodia o desamparados, inmigrantes o fugitivos:**

- Parte 1:** Indique el nombre de todos los niños, incluidos los niños en custodia, la escuela a la que asisten y el grado en el que se encuentran. Marque la casilla correspondiente si el niño es un niño en custodia.
- Parte 2:** Si la familia no tiene un número de caso maestro (Master Case Number), omite esta parte.
- Parte 3:** Siga estas instrucciones para informar el ingreso familiar total del último mes.
- Columna 1. Miembros de la familia:** escriba el nombre y apellido de cada persona que vive en su hogar, ya sea pariente o no (como abuelos, otros parientes, amigos), y con quienes comparte el ingreso y los gastos. Adjunte otra hoja si fuera necesario.
- Columna 2. Ingresos brutos y frecuencia:** El ingreso bruto es lo que gana antes de los impuestos y demás deducciones; no es el sueldo neto. Por cada miembro de la familia, indique el tipo de ingreso recibido al mes. También debe informar la frecuencia con la cual se recibe el dinero: semanalmente, cada dos semanas, dos veces al mes, mensualmente.

**Las Ganancias de trabajo** incluyen lo siguiente:

- Salarios, sueldos y bonificaciones en efectivo
- Ingreso neto de actividad independiente (agrícola o comercial)

Si usted pertenece al servicio militar de los Estados Unidos, incluya lo siguiente:

- El sueldo básico y las bonificaciones en efectivo (no incluya los pagos por combate, los pagos de Asignación Suplementaria de Subsistencia Familiar [Family Subsistence Supplemental Allowance, FSSA] ni las asignaciones de privatización de viviendas)
- Asignaciones para vivienda fuera de la base, alimentos y vestimenta

**No incluya ingresos** del Programa de Asistencia Nutricional Suplementaria (Supplemental Nutrition Assistance Program, SNAP), del Programa de Distribución de Alimentos en Reservaciones Indígenas (Food Distribution Program on Indian Reservations, FDIPIR), del Programa para Mujeres, Bebés y Niños (Women, Infants and Children, WIC), los beneficios federales para la educación ni los pagos para cuidado de niños en custodia.

**Asistencia pública/Manutención de menores/Pensión alimenticia** incluye lo siguiente:

- Subsidios por desempleo, indemnización laboral
- Seguridad de ingreso suplementario (Supplemental Security Income, SSI), asistencia en efectivo del gobierno estatal o local
- Beneficios para veteranos, indemnización por huelga
- Manutención de menores, pensión alimentaria

**Pensiones/Jubilación/Todos los demás ingresos** incluyen lo siguiente:

- Pagos del Seguro Social (incluida la jubilación ferroviaria y los beneficios por enfermedad de pulmón negro)
- Pensiones privadas o beneficios por discapacidad
- Ingresos regulares de fideicomisos o patrimonios, anualidades, ingreso por inversiones, intereses devengados, ingreso de rentas y pagos regulares en efectivo que recibe fuera de la familia.

Si no tiene ningún ingreso, escriba el número "0", o bien, deje el campo del ingreso en blanco. Si hace esto, usted certifica que no hay ningún ingreso que informar.

**Cantidad de integrantes de la familia:** Ingrese el número de integrantes de su familia.

**Número de Seguro Social:** El adulto que firme el formulario debe indicar los últimos cuatro dígitos de su Número de Seguro Social (Social Security Number, SSN) o marcar el casillero a la derecha denominado "Marcar si no tiene SSN".

**Parte 4:** Complete esta parte. Un adulto debe firmar el formulario.

**Parte 5:** Esta parte es opcional y no afecta la elegibilidad de su hijo para recibir comidas gratuitas o a precio reducido. Si no selecciona la raza o etnicidad, se puede seleccionar según la observación visual.

**NOTA:** Los niños que cumplen la definición de desamparados, inmigrantes o fugitivos, son elegibles para recibir comidas gratuitas. Sin embargo, el distrito escolar debe tener la documentación archivada de un coordinador de inmigrantes, un contacto con personas desamparados/fugitivos o la lista de Certificación Directa del distrito para aprobar al niño para recibir comidas gratuitas.

**TODAS las demás familias deben seguir las siguientes instrucciones:**

**Parte 1:** Indique el nombre de todos los niños, la escuela a la que asisten y el grado en el que se encuentran.

**Parte 2:** Si la familia no tiene un número de caso maestro (Master Case Number), omita esta parte.

**Parte 3:** Siga estas instrucciones para informar el ingreso familiar total del último mes.

**Columna 1. Miembros de la familia:** escriba el nombre y apellido de **cada** persona que vive en su hogar, ya sea pariente o no (como abuelos, otros parientes, amigos), y con quienes comparte el ingreso y los gastos. Adjunte otra hoja si fuera necesario.

**Columna 2. Ingresos brutos y frecuencia:** El ingreso bruto es lo que gana **antes de los impuestos y demás deducciones**; no es el sueldo neto. Por cada miembro de la familia, indique el tipo de ingreso recibido al mes. También debe informar la frecuencia con la cual se recibe el dinero: semanalmente, cada dos semanas, dos veces al mes, mensualmente.

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### Política del Cobro de Comida

Es la política del distrito cumplir con las normas del Programa de Almuerzo y Desayuno Nacional.

### Elegibilidad del Estudiante

Familias de estudiantes que talvez sean elegibles para comida escolar gratis o de costo reducido deben de entregar una aplicación para determinar su elegibilidad. Aplicaciones son enviados a la casa al principio de cada año escolar y están disponibles en cada oficina escolar y en la Oficina Central. Si la aplicación fue entregada en o después del 1 de julio será considerado vigente para el nuevo año escolar. Un estudiante se puede ser elegible para comidas gratis o de costo reducido en cual quier momento del año escolar, si están pasando por algún cambio financiero o un cambio en el tamaño de la vivienda y una aplicación nueva es aprobado.

### Deuda de Comidas

El Distrito asegura que familias pueden revisar sus saldos de comida en el internet o contactando la escuela directamente o al Oficina Central.

El Distrito asegura que habrá por lo menos una forma gratuita de pagar su cuenta de comida.

El Distrito conseja familias de pagar por adelantado por sus comidas. Cual quier balance continuara al siguiente mes. Viviendas con dinero de sobra en su cuenta al final del año escolar pueden pedir un reembolso o que los fondos se transfieren al siguiente año escolar. Cuando un estudiante se va del distrito, el distrito intentara comunicarse con la vivienda del estudiante para regresar fondos de sobra en la cuenta de comida del estudiante.

Cada escuela notificara al estudiante, padre, o guardián que su balance está bajo vía una nota a casa, una llamada automatizada, un correo electrónico, o le pediremos al estudiante que contacte al padre o guardián. Si el balance se hace negativo, no desayunos o almuerzos regulares serán ofrecidos. Una comida alternativa será proporcionada al estudiante como aprobado por Nebraska Department of Education Nutrition Services (Departamento de Servicios de Educación Nutrición de Nebraska) o una comida de bolsa se puede traer de casa. Les pedimos que la comida que se trae de casa tenga valor nutricional y que no contenga comidas rápidas, sodas, o bebidas de energía. Compras al ala cate serán prohibidas si el estudiante no tiene dinero en su cuenta.

Cargos de comida que no son pagados pueden traspasar al final del año escolar como deuda delinciente (deuda morosa) y el Distrito tomara acciones razonables para colectar en cargos no pagados de comida clasificados como deuda delinciente conformidad con la ley estatal y federal. El distrito mantendrá archivos de sus esfuerzos para colectar y, ya que los cargos de comida son convertidos a mala deuda, la documentación estableciendo y la mantenimiento de esa mala deuda.

### Confidencialidad Estudiantil

El distrito revelara información de la elegibilidad del estudiante solo a esas personas (y organizaciones) que requieren la información para llevar a cabo una actividad autorizada especificada por el National School Lunch Act (Acto Nacional de Almuerzo Escolar), sujeta a excepciones legales aplicables.

El distrito no usara o implementara cual quier forma de tarjetas de comida de color o codificadas, boletos, chifas, u otras formas de pago que abiertamente identificara al estudiante como elegible para comidas gratis o de costo reducido.

### Distribución Anual

Esta política será proporcionada a todas las viviendas de estudiantes en el comienzo de cada año escolar y a las viviendas que están transfiriendo al distrito durante el año escolar. Esta política también será proporcionado a miembros del Distrito responsables de en forzar esta política, incluyendo profesionales de servicios de comida.

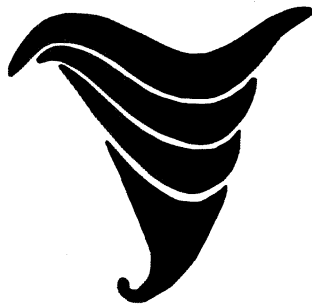
El Superintendente o un designado del Superintendente mantendrán documentación de la distribución de esta política a las viviendas de estudiantes y miembros del Distrito.

Referencia Legal: Richard B. Russell National School Lunch Act (42 U.S.C. § 1751); U.S.D.A. Memorandum SP 57-2016.

Adopción: 6/12/2017

# infoodservice

INFORMATION  
PAYMENTS  
MEAL PRICES  
MENUS  
LOCATIONS  
CONTACTS



We look forward to the coming school year at Holdrege Public Schools as Lunchtime Solutions continues to provide the food service program. The purpose of this communication is to provide you with an overview of the school food service program this year. If you have any questions or comments about our program, please feel free to contact Casey Greenlee, Food Service Director at 402-209-4465 or [c.greenlee@lunchtimesolutions.com](mailto:c.greenlee@lunchtimesolutions.com). For your convenience, our menu is posted monthly on the Holdrege Public School website, at [www.dusters.org](http://www.dusters.org). Lunch and breakfast prices are listed below, along with extra entrée prices and extra milk prices.

## USDA 2021-22 School year Waiver

The USDA has approved use of the Seamless Summer Option (SSO), which allows local school districts to provide no-cost meals to all enrolled students for the duration of the 2021-22 school year. This does not include extra entrée, extra milk, snack milk, other Ala Carte items, or adult meals. The student must have money in their account to purchase extras.

### School Breakfast

Breakfast is served in the dining areas at all schools before school starts. Please encourage your student to participate in school breakfast. Research studies show that eating breakfast can help students perform better in the classroom.

### School Lunch

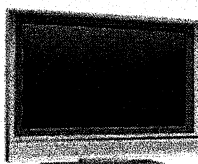
School lunch will offer a wide variety of choices for students. Each building has a variety of entrée; Elementary has 3 options, Middle School has 4, and the High School has 6. All meals include an entrée choice, a hot vegetable plus the unlimited Fruit & Veggie Bar, and milk choices.

### Chef Creations Program

Lunchtime Solutions is rolling out the Chef Creations Program in school year 2021-2022. This specialty entrée feature is an alternative to our Chef Prepared Entrees program. The offerings are restaurant style, chef inspired and created entrees. available to Middle & High School students in the serving line. Chef Creations entrée comes with unlimited fruits and vegetables from our Fruit and Veggie Bar and milk choices



	Paid	Reduced	Free
<b>Lunch Prices</b>			
Pre-K-4 Lunch	\$0.0	\$0.0	\$0.00
5-12 Lunch	\$0.0	\$0.0	\$0.00
Extra Lunch Entrée	\$1.85	\$1.85	\$1.85
Extra Pizza Hut Slice (MS & HS Only)	\$2.00	\$2.00	\$2.00
Extra Milk	\$0.45	\$0.45	\$0.45
Chef Creations (MS & HS Only)	\$0.00	\$0.00	\$0.00
<b>Breakfast Prices</b>			
PK-12 Student	\$0.00	\$0.00	\$0.00
Extra Breakfast Entrée	\$1.10	\$1.10	\$1.10
<b>ALL CHECKS SHOULD BE MADE OUT TO "Holdrege Public Schools"</b>			
<b>Join Us Anytime! Please join your child for breakfast or lunch on any day. The cost for an adult meal, breakfast \$2.35, Lunch \$3.85 and Adult one trip fruit and veggie bar \$2.00. We hope to see you soon!</b>			



### **INFORMATION ONLINE:**

Monthly menus  
Health and wellness articles  
Fun recipes  
Locally grown selections

Connect through the Lunch Menu link on your school district's website

# MY LUNCHTIME CHOICES!

## Extra Entrées & Extra Milk

At an extra cost, students can purchase an additional entrée or milk. For example, if a student wants an additional slice of pizza, that entrée can be selected in the lunch line and charged to the student's account. If a student qualifies for free or reduced-price meals they receive one entrée and a milk with their meal; they must have money in their account to purchase any extra entrées or extra milk.

## A la Carte Snack and Beverage Sales

For Middle/High School students, a la carte items will be available during the lunch period. A la Carte items offered include: 100% fruit juice, snack mixes like Chex Mix, a variety of baked chips. All a la carte items meet standards set by the Holdrege Public Schools Wellness Policy. All students - paid, or those that qualify for free or reduced - must have money in their account to purchase any a la carte items.

## Outside Food and Beverage

The District does not allow the delivery of food or beverages from outside vendors or fast food establishments for a student's breakfast or lunch meal. All meals are to be provided by the District's School Food Service or a prepared meal from home may be sent with your student. No soda pop is allowed during the breakfast and lunch serving times.

## Diet Modifications

Families are responsible for notifying the School Food Service if their child requires a diet modification because of a disability. A licensed physician must provide specific written medical documentation. Please contact Casey Greenlee at 402-209-4465 or [c.greenlee@lunchtimesolutions.com](mailto:c.greenlee@lunchtimesolutions.com) for more information.

## School Meal Account

Families are encouraged to visit with their students about their school meal account and set any limits necessary by contacting the Central Office at 308-995-8663. To assist parents with monitoring their student's meal account activity, please log onto your Infinite Campus account. All students can also be informed of their account balance in the meal line. **The District does not allow students to charge when the account balance reaches zero.** When an account balance is low, students will receive a reminder to bring money. When an account is negative, all purchases will stop. If the student qualifies for free meals, they still will be able to receive a school meal, but no extra entrée or a la carte sales will be allowed. Students will not be allowed to purchase any extra items unless they have money in their account. Please refer to the district's Lunch Account Policy for more information.

A Point of Sale (POS) software system is used for the school meal program. Please note the following important information:

- Each student will have his/her own individual **Student Account**, however a **Family Account** is available to share a funds balance. Please contact Dana Brinkman at Central Office at 308-995-8663 to set up a Family Account.
- If sending cash with a student, place in a sealed envelope, with the student's name. We are not responsible for lost, unidentified, or stolen cash.
- Deposits should be turned in by 9:00 a.m. at the student's school.
- Online payments to student accounts may be made by logging onto the Infinite Campus Portal. To receive a user name and password, please contact the school office.

**Meal Account Deposits can be made before the first day of school.** Because we receive an overwhelming amount of deposits the morning of the first day of school, we cannot guarantee that we will be able to input all deposits into accounts before the meal periods begin. To insure that your deposit is credited to your student's lunch account on the first day of school, please send your first deposit, for each student in your family, to the building your students will be attending.

- Be sure to include your name and your student's name. Also include any changes in your address or telephone number.
- Student Meal Account Deposits will be accepted during the open houses being conducted at each school building before school starts.

**Free & reduced meal applications may be submitted at any time during the school year but eligibility won't apply until the application is approved.** Applications can be picked-up at the administration building or at each school office. Previous eligibility will carry over to **September 22nd**. At that time, students will revert to paid status until a current Free & Reduced application has been received and approved. Status is effective the date the application is approved.

Contact: Casey Greenlee, Food Service Director at 402-209-4465 or  
[c.greenlee@lunchtimesolutions.com](mailto:c.greenlee@lunchtimesolutions.com)  
[www.lunchtimesolutions.com](http://www.lunchtimesolutions.com)



Lunchtime Solutions, Inc.

*This institution is an equal opportunity provider and employer.*



**UNLIMITED  
SERVINGS  
OF  
FRUITS  
& VEGGIES**