

BAY DISTRICT SCHOOLS

Announces its policy for Free and Reduced-Price Meals for students under the

NATIONAL SCHOOL LUNCH AND BREAKFAST PROGRAMS

Dear Parents and Guardians,

Bay District Schools is committed to providing healthy and nutritious meals for all students each school day. We are pleased to share the following updates regarding meal programs for the 2025-2026 school year:

Applying for Free or Reduced-Price Meals

Students attending Non-CEP schools' parents and guardians are encouraged to complete a **Free or Reduced-Price Meal Application**. This ensures eligibility for other important benefits and helps maintain funding. You can apply online at: www.myschoolapps.com

The Non-CEP Schools are Breakfast Point Academy, Tyndall Academy, A. Crawford Mosley High School, and J.R. Arnold High School.

If you prefer a paper application, please call 850-767-1170 or email FSSupport@bay.k12.fl.us to request one. Completed forms should be returned to: **Bay District Schools, Department of Food Services, 1311 Balboa Ave, Panama City, FL 32401**

Once your application is processed, you will be notified through an email about your child's eligibility. Once approved, meal benefits are good for an entire year. Applications may be submitted at any time during the year.

Important: Any student who does not have a current application on file at the school site will be unable to receive meal benefits after September 22, 2025.

Eligibility Information

Eligibility is based on **household size and income**, and all information must be complete for an application to be approved. Approved benefits last the entire school year, and you may apply at any time if your financial situation changes (e.g., job loss or change in household size).

If your household receives Florida SNAP (Supplemental Nutrition Assistance Program), TANF (Temporary Assistance for Needy Families), or FDIPIR (Food Distribution Program for Indian Reservations) benefits: Only the child's name, a valid case number, and an adult signature are required on the application.

If your household participates in WIC (Women, Infants, and Children Program), your children may still qualify for free or reduced-price meals.

Special Cases

If your child is **migrant, homeless, a runaway, or in foster care**, and you have not been notified of their eligibility for free meals, please contact: **Migrant Coordinator:** Lisa Tucker, tuckel@bay.k12.fl.us; **Homeless/Runaway**

Liaison: Luci MacLean, maclezl@bay.k12.fl.us; **Interim Foster Care Liaison:** Loretta Mistrot, mistrll@bay.k12.fl.us

Foster children automatically qualify for free meals regardless of income.

What You'll Need to Apply

All other households should include:

- Names of all children and adults in the household
- School name for each child
- Gross income for each household member (e.g., wages, child support, etc.) and how often it is received
- Last 4 digits of the Social Security number of the adult signing the form (or check the box if none if he or she does not have a social security number)
- Signature of an adult household member certifying the information provided is correct

If any household member is deployed in the military, include them in the household count and only report the income made available to the family. **Combat pay and Military Housing Initiative allowances should not be reported as income, but off-base housing allowances should be included.**

To determine annual income:

- If you receive the income every week, multiply the total gross income by 52.

- If you receive the income every two weeks, multiply the total gross income by 26.
- If you receive the income twice a month, multiply the total gross income by 24.
- If you receive the income monthly, multiply the total gross income by 12.
- **Remember:** The total income before taxes, social security, health benefits, union dues, or other deductions must be reported.

Appeals and Contact Information

If you disagree with the eligibility decision, you may:

- **Informally discuss** it by calling Brenda Parker, phone #850-767-1170
- **Formally appeal** by writing to: **Bay District Schools, Department of Food Services, 1311 Balboa Ave., Panama City, FL 32401**

Thank you for helping us ensure every student has access to the nutrition they need to succeed. Please reach out if you have any questions or need support with your application.

FLORIDA INCOME ELIGIBILITY GUIDELINES FOR FREE AND REDUCED-PRICE MEALS

Effective from July 1, 2025, to June 30, 2026

FREE MEAL SCALE					
Household Size	Annual	Monthly	Twice Per Month	Every Two Weeks	Weekly
1	20,345	1,696	848	783	392
2	27,495	2,292	1,146	1,058	529
3	34,645	2,888	1,444	1,333	667
4	41,795	3,483	1,742	1,608	804
5	48,945	4,079	2,040	1,883	942
6	56,095	4,675	2,338	2,158	1,079
7	63,245	5,271	2,636	2,433	1,217
8	70,395	5,867	2,934	2,708	1,354
For each additional family member, add	+7,150	+596	+298	+275	+138

REDUCED-PRICE MEAL SCALE					
Household Size	Annual	Monthly	Twice Per Month	Every Two Weeks	Weekly
1	28,953	2,413	1,207	1,114	557
2	39,128	3,261	1,631	1,505	753
3	49,303	4,109	2,055	1,897	949
4	59,478	4,957	2,479	2,288	1,144
5	69,653	5,805	2,903	2,679	1,340
6	79,828	6,653	3,327	3,071	1,536
7	90,003	7,501	3,751	3,462	1,731
8	100,178	8,349	4,175	3,853	1,927
For each additional family member, add	+10,175	+848	+424	+392	+196

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

mail:

U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or

fax:

(833) 256-1665 or (202) 690-7442; or

email:

program.intake@usda.gov