

Frequently Asked Questions About Free and Reduced-Price School Meals

Dear Parent/Guardian:

Children need healthy meals to learn. The Arcanum-Butler Local Schools offers healthy meals each school day. **Breakfast for \$1.95 and Lunch for \$2.60 (K-4) and \$2.85/\$3.35 (5-12). Your children may qualify for free meals or for reduced-price meals. Reduced price is free for the 2024-2025 School year for breakfast and for lunch.** This packet includes an application for free or reduced-price meal benefits and detailed instructions. Below are some common questions and answers to help you with the application process.

1. **Who can receive free or reduced-price meals?** All children in households receiving benefits from the Supplemental Nutrition Assistance Program (SNAP) or Ohio Works First (OWF); foster children that are under the legal responsibility of a foster care agency or court; children participating in their school's Head Start program; and children who meet the definition of homeless, runaway, or migrant are eligible for free meals. Also, your children may receive free or reduced-price meals if your household's income is within the federal income eligibility guidelines limits.
2. **How do I know if my children qualify as homeless, migrant or runaway?** If members of your household lack a permanent address; are staying together in a shelter, hotel or other temporary housing arrangement; relocate on a seasonal basis or; children live with you who have chosen to leave their prior family or household then the children may qualify as homeless, migrant or runaway. If you have not been told your children will receive free meals, please call or email **Arcanum-Butler Local School Superintendent John Stephens at john_stephens@arcanum-butler.k12.oh.us or 937.692.5174 Ext.1321 to see if they qualify.**
3. **Do I need to fill out an application for each child?** No. Use one free and reduced-price school meal application for all students in your household. We cannot approve an application that is not complete. Please submit all required information. **Return the completed application to Doug Surber, 2011 Trojan Avenue Arcanum, Ohio 45304, 937.692.5174 Ext.1138.**
4. **Should I complete an application if I received a letter this school year saying my children are approved already for free meals?** No, but please read the letter carefully and follow the instructions. If any children in your household were missing from the eligibility notification, contact **Return the completed application to Doug Surber, 2011 Trojan Avenue Arcanum, Ohio 45304, 937.692.5174 Ext.1138 immediately.**
5. **Can I apply online?** Yes. If possible, you are encouraged to complete an online application instead of a paper application. The online application requirements are the same and will request the same information as the paper application. Visit the Cafeteria link at **www.arcanum-butler.k12.oh.us** to begin or to learn more about the online application process. Contact **Doug Surber, 2011 Trojan Avenue Arcanum, Ohio 45304, 937.692.5174 Ext.1138.** with any questions about the online application.
6. **My child's application was approved last year. Do I need to complete another application?** Yes. Your child's application is valid for that school year and for the start of this school year. You are required to submit a new application unless the school notified you that your child is eligible for the new school year.

7. **I receive Women, Infants and Children (WIC) benefits. Can my child(ren) get free meals?** Children in households participating in WIC may be eligible for free or reduced-price meals. Please submit a completed application.
8. **Will the information I give be checked?** Yes, we also may ask you to send written proof.
9. **If I do not 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.
10. **What if I disagree with the school's decision about my application?** You should talk to school officials. You also may ask for a hearing by calling or writing to the following contact person: **Doug Surber, 2011 Trojan Avenue Arcanum, Ohio 45304, 937.692.5174 Ext.1138.**
11. **May I apply if someone else in my household is not a U.S. citizen?** Yes. You or your child(ren) do not have to be a U.S. citizen to qualify for free or reduced-price meals.
12. **What if my income is not always the same?** List the amount that you normally receive. For example, if you normally make \$1,000 each month, but you missed some work last month and only made \$900, submit the report with the routine amount of \$1,000 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.
13. **What if some household members have no income to report?** Household members may not receive some types of income that are asked for you to report on the application or may not receive income at all. When this happens, please write a 0 in the corresponding field. However, if any income fields are left empty or blank, those also will be counted as zeroes. Please be careful when leaving income fields blank.
14. **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 also must be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income. Any additional combat pay resulting from deployment also is excluded from income.
15. **What if there is not 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 **Doug Surber, 2011 Trojan Avenue Arcanum, Ohio 45304, 937.692.5174 Ext.1138** to receive a second application.
16. **Why am I being asked to give my consent for an instructional fee waiver?** Ohio public schools are required to waive the school instructional fees for children that qualify for free meal benefits. School food service personnel must have parent consent to share the student meal application if your child(ren) qualify for a fee waiver. If you agree to allow your child(ren)'s meal application to be shared with school officials to see if they qualify for a fee waiver then select **yes** in part 5. If you do not wish for that information to be shared, then select **no** in part 5. Answering no to this question will mean your child will not be considered for a fee waiver. Answering this question either way will not change your child(ren)'s free or reduced-price meal eligibility.

17. **My family needs more help. Are there other programs we might apply for?** To find out how to apply for Ohio Supplemental Nutrition Assistance Program (SNAP) or other assistance benefits, contact your local assistance office or call 877-852-0010.

If you have other questions or need help, call **937.692.5174**.

*Si necesita ayuda, por favor llame al teléfono: **937.692.5174**.*

*Si vous voudriez d'aide, contactez nous au numero: **937.692.5174**.*

Sincerely,

Doug Surber

Foodservice Director

Arcanum-Butler Local Schools

937.692.5174 Ext.1138

Doug_surber@arcanum-butler.k12.oh.us

USDA Nondiscrimination Statement

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 (including gender identity and sexual orientation), 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:

1. **mail:**
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. **fax:**
(833) 256-1665 or (202) 690-7442; or
3. **email:**
program.intake@usda.gov

United States Department of Agriculture (USDA) Income Eligibility Guidelines

EFFECTIVE JULY 1, 2026-JUNE 30, 2027

Households with total incomes less than or equal to the values below are eligible for free or reduced-price meals. This chart is to be used by institutions, schools, centers, and sponsoring organizations to approve and categorize complete applications for free and reduced price meals.

HOUSEHOLD SIZE	FREE					REDUCED				
	Annual	Monthly	Twice Per Month	Every Two Weeks	Weekly	Annual	Monthly	Twice Per Month	Every Two Weeks	Weekly
1	\$20,748	1,729	865	798	399	\$29,526	2,461	1,231	1,136	568
2	\$28,132	2,345	1,173	1,082	541	\$40,034	3,337	1,669	1,540	770
3	\$35,516	2,960	1,480	1,366	683	\$50,542	4,212	2,106	1,944	972
4	\$42,900	3,575	1,788	1,650	825	\$61,050	5,088	2,544	2,349	1,175
5	\$50,284	4,191	2,096	1,934	967	\$71,558	5,964	2,982	2,753	1,377
6	\$57,668	4,806	2,403	2,218	1,109	\$82,066	6,839	3,420	3,157	1,579
7	\$65,052	5,421	2,711	2,502	1,251	\$92,574	7,715	3,858	3,561	1,781
8	\$72,436	6,037	3,019	2,786	1,393	\$103,082	8,591	4,296	3,965	1,983
Each Additional Member Add	\$7,384	616	308	284	142	\$10,508	876	438	405	203

Income Conversions:

Weekly Income x 52 = Annual Income

Every 2 Weeks Income (Every other Week, Bi-Weekly) X 26 = Annual Income

Twice a Month Income (Bi-Monthly) x 24 = Annual Income

Monthly x 12 = Annual Income

Download the Free LINQ Connect App



Apple Store



Google Play Store



LINQ Connect Makes School Payments Simple

1. Download the LINQ Connect App
2. Create a Free Account
3. Add Funds, Apply for Free & Reduced Meals, Pay School Fees



LINQ
CONNECT



Apple Store



Google Play Store



SEPTEMBER 2026

Arcanum-Butler

Breakfast

BREAKFAST PRICES:
Daily \$1.95
Weekly \$9.75
Monthly \$39.00

Monday

Tuesday

Wednesday

Thursday

Friday



No School!

Buttermilk Pancakes

Sausage Pancake Stick

French Toast Sticks

Hash Brown Casserole

Buttermilk Pancakes

Sausage Pancake Stick

French Toast Sticks

French Toast Sticks

Chicken Biscuit

Scrambled Eggs
Sausage Patty

Biscuits and Gravy

Sausage and Cheese
On Croissant

Hash Brown
Casserole

Breakfast Burrito

Sausage Pancake Stick

French Toast Sticks

Scrambled Eggs
Sausage Patty

Chicken Biscuit

Biscuits and Gravy

Hash Brown Casserole

Buttermilk Pancakes

Sausage and Cheese
On Croissant

Cinnamon Roll
Sausage Patty

Breakfast Burrito

Sausage Pancake Stick

French Toast Sticks

Chicken Biscuit



USDA is an equal opportunity provider, employer, and lender. Menu is Subject to Change. A Variety of Milk is Offered Each Day

SEPTEMBER 2026

Arcanum-Butler

Regular Lunch

LUNCH PRICES:
 Grades K-4 \$2.60
 Weekly \$13.00/Monthly \$57.20
 Grades 5-12 \$2.85
 Weekly \$14.25/Monthly \$62.70

Monday

Tuesday

Wednesday

Thursday

Friday

No School!

1
 Chicken Drumstick
 Steamed Carrots
 Corn Bread
 Fruit

8
 Soft Tacos
 Black Beans
 Corn
 Fruit

14
 Cheese Pizza
 Peas
 Fruit

15
 Chicken Fajitas
 Spanish Rice
 Fruit

21
 Bosco Sticks
 with Marinara Sauce
 Broccoli
 Fruit

22
 Cheese Quesadilla
 Southwest Corn
 Fruit

28
 Pepperoni Pizza
 Peas
 Fruit

29
 Hot Dog
 Green Beans
 Fruit

9
 Chicken Patty Sandwich
 Carrots
 Fruit

16
 Chicken Tenders
 Mashed Potatoes
 Fruit

23
 Chicken Nuggets
 Fries
 Fruit

30
 Mini Corn Dog
 Baked Beans
 Fruit

3
 Cheeseburger
 Corn
 Fruit

10
 French Bread Pizza
 Carrots
 Fruit

17
 Pasta with Meat Sauce
 Broccoli
 Fruit

24
 Macaroni and Cheese
 Carrots
 Fruit

4
 Boneless Wings
 French Fries
 Fruit

11
 Boneless Wings
 French Fries
 Fruit

18
 Boneless Wings
 French Fries
 Fruit

25
 Pizza Day!
 Tossed Salad
 Fruit

This Institution is an Equal Opportunity Provider. Menu Is Subject to Change. A Variety of Milk is Offered Each Day

SEPTEMBER 2026

Arcanum-Butler Local Schools

Specialty Lunch

LUNCH PRICES:
Grades 5-12 \$3.35
Weekly \$16.75/Monthly \$73.70

Monday	Tuesday	Wednesday	Thursday	Friday
1 Blackened Chicken Sandwich	1 Dorito Chicken Casserole	2 Trojan Tenders	3 General Tso's Chicken	4 Boneless Wings
7 NY Chopped Cheese Sandwich	8 Taco Fried Rice	9 BBQ Chicken Flat Bread Pizza	10 Pasta Bar	11 Boneless Wings
14 Beef and Cheddar	15 Crunchwrap Supreme	16 Trojan Tenders	17 Smoked Pork Belly Ramen Bowl	18 Boneless Wings
21 Ranch Cheesoning Pork Burgers	22 Pork Chili Verde Burrito	23 Herb Crusted Chicken Tenders	24 Chipotle Bar	25 Pizza Day!
28	29 Cheesy Mexican Hot Dog	30 Trojan Tenders		

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ARCANUM-BUTLER LOCAL SCHOOLS

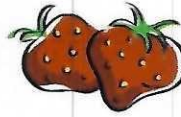
SCHOOL MEAL BUDGET PLANNING

2026-2027 SCHOOL YEAR

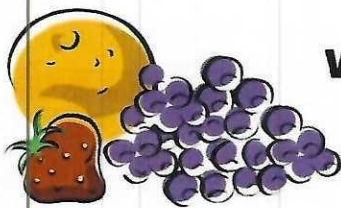
MONTH	SCHOOL DAYS	BREAKFAST \$1.95	K-4 LUNCH \$2.60	5-12 LUNCH \$2.85	CHEF LINE \$3.35
September	21	\$40.95	\$54.60	\$59.85	\$70.35
October	21	\$40.95	\$54.60	\$59.85	\$70.35
November	17	\$33.15	\$44.20	\$48.45	\$56.95
December	16	\$31.20	\$41.60	\$45.60	\$53.60
January	19	\$37.05	\$49.40	\$54.15	\$63.65
February	18	\$35.10	\$46.80	\$51.30	\$60.30
March	20	\$39.00	\$52.00	\$57.00	\$67.00
April	22	\$42.90	\$57.20	\$62.70	\$73.70
May	20	\$39.00	\$52.00	\$57.00	\$67.00
June	3	\$5.85	\$7.80	\$8.55	\$10.05
ENTIRE YEAR	177	\$345.15	\$460.20	\$504.45	\$592.95

Planning note: Amounts show the maximum meal cost if a student purchases the listed meal on every scheduled student attendance day. The 2026-2027 district calendar lists 177 student days. Early-release days are included. Actual family costs will vary with absences, free/reduced-price eligibility, and meal choices.

START



your day the right way with School Breakfast!



School Breakfast
will give you **MORE** energy,
keep your body healthy
and help improve your grades!

School Name: Arcanum-Butler Local School

Breakfast Times: HS/Jr High 7:15-7:35

Elementary 8:30-8:50

Prices: \$1.95 Reduced: \$0.00 Milk: \$.60

Location Served: Cafeteria

Any Questions? Please contact your District Food Service Director:

Doug Surber 937.692.5174 ext. 1138

Doug_surber@arcanum-butler.k12.oh.us

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