

# Township of Union Public Schools

Yolanda Koon  
School Business Administrator/Board Secretary



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Dear Parent or Guardian:

We are pleased to inform you that Township of Union Public Schools will once again be participating in the National School Lunch Program for all students for the 2023-2024 academic school year. **This letter is to inform you that you will need to apply for a free or reduced meal status for the 2023-2024 school year.**

**We strongly encourage all families to apply through our online application.**

The district has streamlined the free and reduced meal application to make the process fully digital. **The free and reduced meal application can be completed online by registering through the PaySchools Central portal.** Go to [payschoolscentral.com](https://payschoolscentral.com), and make sure to select **Twp of Union BOE** from the district options.

A hard copy of the free and reduced meal application is available in English or Spanish upon request in the main office at your child's school starting in September. Please make sure to fill it out completely, sign it, date it, and return it to your child's homeroom teacher. **No applications will be accepted without an adult's signature.**

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Students will be provided an eligible meal for the 2023-2024 school year. If your student does not qualify for FREE or REDUCED meals through the application process or direct certification, they **WILL BE CHARGED** full price.

This means students will be allowed to charge meals to their account. Please utilize PaySchools Central to add money to your student's account and consider setting up the auto-replenishment feature. This feature will help to ensure that your child will never have an outstanding meal balance. Any purchases for additional items relating to a la carte items (i.e. chips, ice cream, extra slice of pizza, fries, cookies, etc.) will be charged based on the price list for this school year 2023-2024 (see attached price lists.)

Please follow the guidelines in the PaySchools Central How-To-Guides to fund your child's account. These documents are available on our district's website, or by clicking below:

[Township of Union Schools - Food Services Department](#)

We appreciate your cooperation, and look forward to another successful school year ahead!