
August 15, 2023

Dear Parent(s)/Guardian(s):

We are continuing to use an electronic approach for the dissemination of the nutrition program forms. Applications for free/reduced price meals for 2022-2023 are about to expire. **Even if you have completed a free/reduced meal application in the past few weeks, in order to be eligible for the 2023-2024 school year, you will need to complete a new application.** Please note: The New Jersey Expanded Income Eligibility (NJEIE) does not apply to non-public schools. Spectrum360 Nutrition Program information and cafeteria menus can be found on the Spectrum360 website: <https://spectrum360.org/for-families-and-caregivers/>

To apply for free/reduced meals:

1. Please read the [INFORMATION LETTER FROM MR. KENNETH BERGER](#) regarding free and reduced lunch. All prices reported under the "Elementary" column are applicable for the entire Academy360 Lower School.
2. Please use the [INSTRUCTIONS FOR COMPLETING THE FREE AND REDUCED MEALS APPLICATION](#) when filling out the application.
3. Please complete the [FREE, REDUCED MEALS APPLICATION](#).
ONLINE: Download the editable application and fill out on your computer. You must print the form in order to sign (you may need to adjust the page scale to make sure the entire form prints).
PRINT: Download a print-ready copy of the application to complete.
Please be sure to sign the application. Applications will not be processed if an adult signature is not provided. Once completed, keep a copy for yourself and send the original to the Business Office, attention Nadine DePope. If you require an application in another language, please contact Nadine DePope at 973-509-3050 X218 or email ndepope@spectrum360.org.
4. Please review the [SHARING INFORMATION WITH OTHER PROGRAMS](#). If you wish to complete this form, please print, complete and send to the Business Office, attention Nadine DePope
5. Please review the [SHARING INFORMATION WITH MEDICAID OR NJ FAMILY CARE FORM](#). If applicable, please print this form, complete and send to the Business Office, attention Nadine DePope.

Please note: Requests for nutrition account refunds for students graduating or leaving Spectrum360 for any reason must be made, in writing, to the Spectrum360 Business Office, 414 Eagle Rock Avenue, Suite 200B, West Orange, NJ 07052. No refunds will be given without a written request.

If you have any questions please contact me at ndepope@spectrum360.org or call 973-509-3050 x218.

Thank you very much!

Best Regards,
Nadine DePope