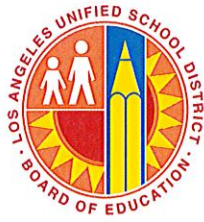


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LOS ANGELES UNIFIED SCHOOL DISTRICT

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333 South Beaudry Avenue, 24th Floor
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THELMA MELÉNDEZ DE SANTA ANA, PH.D.
CHIEF EXECUTIVE OFFICER
OFFICE OF EDUCATIONAL SERVICES

August 14, 2015

Dear Principal Colleagues:

Thank you for supporting our 2015-16 “More Than a Meal Campaign.” This initiative aims to support the identification of our high-need, low-income students through the collection of our annual meal application collection process. This year’s collection is critical as it will provide the District with important income verification information that is needed for the State’s Local Control Funding Formula (LCFF) program.

Your role in communicating and collecting this information is vital to helping the District obtain the much needed funding that will ultimately help to provide our students the resources they need to succeed. **We ask that you submit your meal applications daily to the Food Services Division.**

As I’m sure you’re aware, under California’s new funding formula, school districts will receive money based on the needs of students, including English Learners, foster youth and the number of students who qualify for free or reduced-price meals. School districts that have high percentages of these students receive more money for their general fund.

This school year, the District is taking a different approach to identifying our high-needs students and verifying their eligibility data. We are using our annual meal application collection process as the tool to capture this critical information. We will use only this process to collect and verify information and will not conduct an alternative form mid-year collection to obtain income information.

Our meal application collection efforts have already started, with the communications campaign that launched at end of the 2014-15 school year, that encouraged the completion and submission of meal applications over the summer months. With your support, we plan to continue this campaign as school starts, encouraging all household to submit their completed meal applications to the District no later than **October 23, 2015.**

We have provided this toolkit to assist you in your communications with parents on the importance of completing and submitting meal application. The toolkit contains English and Spanish versions of the following:

- More Than a Meal Collection Best Practices
- Message Points for Parents/Community
- Flyer for Parents/Community
- FAQ’s for Parents/Community
- Parent Letter Templates
- BlackBoard Connect Script

Meal Applications collected at your school should be sent to the following address:

LAUSD Food Services
333 S. Beaudry Avenue, 28th Floor
Los Angeles, CA 90017


EVERY SINGLE ELIGIBLE FORM COUNTS! Every eligible form that is not submitted means lost resources for our schools.

For questions regarding the “More Than a Meal Campaign,” please contact Rochelle Hardemion-Jackson, Office of Educational Services, at 213-241-4113.

For general meal application questions, please contact Patricia Millender, Food Services Division, at 213-241-3002.

Thank you again for your support and leadership in ensuring that our schools maximize the resources needed to succeed.

Sincerely,



Thelma Meléndez de Santa Ana, Ph.D.

Enclosures

c: Ramon C. Cortines, Superintendent
Michelle King, Chief Deputy Superintendent
Megan Reilly, Chief Financial Officer
Local District Superintendents
Local District Administrators of Operations
Laura Benavidez, Interim Co-Director, Food Services Division
Timikel Sharpe, Interim Co-Director, Food Services Division