

Excellence  
In  
Education

**PARAMUS PUBLIC SCHOOLS**  
145 Spring Valley Road, Paramus, New Jersey 07652-5390  
Phone: 201-261-7800  
[www.paramus.k12.nj.us](http://www.paramus.k12.nj.us)

**Brooke Bartley**  
Business Administrator  
Board Secretary  
[bbartley@paramusschools.org](mailto:bbartley@paramusschools.org)

---

August 11, 2023

Dear Parent/Guardian:

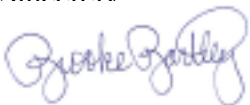
Children need healthy meals for overall nutrition and academic success. The Paramus Board of Education offers healthy meals every school day and your child may be entitled to receive a free or reduced-cost lunch in the elementary schools, middle schools and the high school.

The Free and Reduced-price school meals application is now available on-line through the Genesis parent portal account: [www.paramus.k12.nj.us/ppsd/Parents](http://www.paramus.k12.nj.us/ppsd/Parents). You will be able to access, complete and electronically submit the form. The processing of an application can take up to 10 operating days. Once you have submitted an application and it is processed, you will receive an Eligibility Notification letter with your child's meal status. This letter will be uploaded through your Genesis parent portal account under the documents tab. It's important that you check your account periodically.

If you prefer not to apply on-line, you can access a paper application by visiting our district website ([www.paramus.k12.nj.us](http://www.paramus.k12.nj.us)). DO NOT complete an on-line application if you submitted a paper form. THIS WILL DELAY YOUR APPROVAL PROCESS.

**Only one application is required per family household.** The application will be kept confidential. Please note that the application and instructions are available in different languages. Please visit the USDA website, <http://www.fns.usda.gov/school-meals/translated-applications> to select the translated application you prefer to complete.

Sincerely,



Business Administrator/Board Secretary