

**THE SFUSD IS USING A NEW
FREE/REDUCED PRICE MEAL APPLICATION
FOR 2005-06**

And it can't be downloaded from the Internet!

Beginning in the 2005-06 school year, the SFUSD is using a new software program called Rocketscan to process free and reduced price meal applications. Rocketscan has many advantages over the old process, which will result in savings of both time and money.

☺Using the Rocketscan application, parents no longer need to fill out a separate meal application for each child. All children in the same family can be listed on just one form. The need to fill out multiple forms has been one of the greatest sources of complaint from parents in recent years.

☺The Rocketscan form does not require the use of the student's HO#. This student identification number was required for processing the form under the old system, and that requirement slowed down processing of any form which was submitted without an HO#. Most parents don't know their child's HO#, and don't know where to find it (on a report card or student ID card.) Forms without HO# were rejected and returned to the family or to the school, halting the approval process until the HO# was located. This problem is eliminated with Rocketscan.

☺In prior years, thousands of person-hours were required to manually process every form returned. Temporary workers had to be hired to augment existing staff, and the process dragged on for weeks, even months. Rocketscan can process thousands of applications per hour and will completely eliminate the need for temporary workers to be hired, as well as eliminating the need to pay regular employees overtime to complete the processing of forms. The sooner students are qualified to receive free or reduced price meals, the sooner the district can start receiving reimbursement for those meals, generating more money for SNS, and resulting in higher quality food for students.

☺Forms processed using Rocketscan technology will be far more accurate than forms processed manually, as in the past. Human error in processing will be virtually eliminated.

☺The Rocketscan program is projected to pay for itself in the first year of operation and generate savings of over \$50,000 per year in every subsequent year of use.

The only disadvantage of Rocketscan is that the meal application form will not be made available for download on the Internet. This is because the Rocketscan software can ONLY process original forms, not copies, or forms printed out on an individual's home printer. The software requires the form to be printed in a specific color (red/pink) and with precise alignments, which are not guaranteed when a home printer is used - only the Rocketscan official form is guaranteed to scan properly. These forms are available (for free, of course) from Student Nutrition Services, and a supply of forms has been provided to every school. Schools needing more forms should contact SNS at 749-3604.