



# EASTLAND INDEPENDENT SCHOOL DISTRICT

Jason Cochran, Superintendent

PO Box 31 • Eastland, TX 76448

(254)631-5120 • Fax:(254)631-5126

Dear Parent/Guardian:

Children need healthy meals to learn. *Eastland ISD* offers healthy meals every school day. Breakfast costs \$2.05 at Elementary and \$2.30 at Middle/High School ; lunch costs \$2.80 at Elementary and \$2.95 at Middle/High School\$. **Your children may qualify for free meals or for reduced-price meals.** Reduced-price is \$.30 for breakfast and \$.40 for lunch. If you received a notification letter that a child is directly certified for free or reduced-price meals, do not complete an application. Let the school know if any children in the household attending school are not listed in the letter.

The questions and answers that follow and attached directions provide additional information on how to complete the application. Complete only one application for all the students in the household and return the completed application to the appropriate school office. If you have questions about applying for free or reduced-price meals, contact *Syntra Blount* at 254-631-508 1or email at [sblount@eastland.esc14.net](mailto:sblount@eastland.esc14.net)

## 1. Who Can Get Free Meals?

- **Income**—Children can get free or reduced-price meals if a household's gross income is within the limits described in the *Federal Income Eligibility Guidelines*.
- **Special Assistance Program Participants**—Children in households receiving benefits from the Supplemental Nutrition Assistance Program (SNAP), Food Distribution Program for Households on Indian Reservations (FDPIR), or Temporary Assistance for Needy Families (TANF), are eligible for free meals.
- **Foster**—Foster children who are under the legal responsibility of a foster care agency or court are eligible for free meals.
- **Head Start, Early Head Start, and Even Start**—Children participating in these programs are eligible for free meals.
- **Homeless, Runaway, and Migrant**—Children who meet the definition of homeless, runaway, or migrant qualify for free meals. If you haven't been told about a child's status as homeless, runaway, or migrant or you feel a child may qualify for one of these programs, please call or email *Belinda Morgan* at 254-631-5040 or [bmorgan@eastland.esc14.net](mailto:bmorgan@eastland.esc14.net).
- **WIC Recipient**—Children in households participating in WIC may be eligible for free or reduced-price meals.

2. **What If I Disagree With the School's Decision About My Application?** Talk to school officials. You also may ask for a hearing by calling or writing to *Jason Cochran* at 631-5020 or PO Box 31 Eastland, TX 76448.

3. **My Child's Application Was Approved Last Year. Do I Need To Fill Out A New One?** Yes. An application is only good for that school year and for the first few days of this school year. Send in a new application unless the school has told you that your child is eligible for the new school year.

4. **If I Don't Qualify Now, May I Apply Later?** Yes. Apply at any time during the school year. A child with a parent or guardian who becomes unemployed may become eligible for free and reduced-price meals if the household income drops below the income limit.

5. **What If My Income Is Not Always the Same?** List the amount normally received. If a household member lost a job or had hours/wages reduced, use current income.

6. **We Are in The Military. Do We Report Our Income Differently?** Basic pay and cash bonuses must be reported as income. Any cash value allowances for off-base housing, food, or clothing, or Family Subsistence Supplemental Allowance payments count as income. If housing is part of the Military Housing Privatization Initiative, do not include the housing allowance as income. Any additional combat pay resulting from deployment is excluded from income.

7. **May I Apply If Someone in My Household Is Not a U.S. Citizen?** Yes. You, your children, or other household members do not have to be U.S. citizens to apply for free or reduced-price meals.

8. **Will Application Information Be Checked?** Yes. We may also ask you to send written proof of the reported household income.

9. **My Family Needs More Help. Are There Other Programs We Might Apply For?** To find out how to apply for other assistance benefits, contact your local assistance office or 2-1-1.

1. **Can I Apply Online?** Yes! The online application has the same requirements and will ask you for the same information as the paper application. Visit [myschoolapps.com](http://myschoolapps.com) to begin or to learn more about the online application process. Contact *Syntra Blount*, 254-631-5081 or email at [sblount@eastland.esc14.net](mailto:sblount@eastland.esc14.net) if you have questions about the online application.

If you have other questions or need help, call *Siebert Elementary* 631-5080, EMS 631-5040, EHS 631-5000 . Si necesita ayuda, por favor llame al teléfono: *Siebert Elementary* 631-5080, EMS 631-5040, EHS 631-5000.

Sincerely,

Jason Cochran, Superintendent, Eastland ISD

## Please Note.....

Eastland ISD now offers free and reduced meal applications online. By using [MYSCHOOLAPPS.COM](http://MYSCHOOLAPPS.COM) the application will be received and processed faster. You may still use the paper copy application if you need to. If you need internet access or assistance to complete the app you may call Syntra Blount at 254-631-5081.

## Directions for Applying for Free and Reduced-Price School Meals 2020-2021

Please use these instructions to complete the free or reduced-price school meals application. Submit one application per household, even if the children in the household attend more than one school in insert CE name. Please use a **pen** (not a pencil) when completing the application. The application must be filled out completely in order for the school to make a determination if the children in your household qualify for free or reduced-price school meals. **An incomplete application cannot be approved.** Please contact insert contact here: phone and email with your questions.

### Step 1: List All Household Members Who Are Infants, Children, And Students Up to and Including Grade 12.

- **List** each child's name.

Print first name, middle initial, and last name for each child in the household in the spaces. If there are more children than lines, use the back of the application to record additional names.

Include all household members who are age 18 or under and are supported with the household's income including children who are not enrolled in the district. Children do NOT have to be related to anyone in the household to be a part of the household.

- **Mark** the box following the child's name to show if the child is a student in the insert CE name.
- **Record** the child's grade if the child is in school.
- **Check** the appropriate box if a child qualifies for free meals as participant in the foster care system, Head Start (including Early Head Start) or if a child meets the criteria for homeless, migrant, or runaway.

Checking Foster indicates that a foster care agency or court has placed the child in your home. If the application is being submitted for foster children only, complete Step 1, skip Step 2, and complete Step 3.

### Participation in a Categorical Program

If all children in the household are participants in one of the following programs—*Foster, Head Start, Homeless, Migrant, or Runaway*, skip Step 2 and complete Step 3.

**SNAP, TANF, and FDPIR:** Do any household members (including you) currently participate in one or more of the following assistance programs: SNAP, TANF, or FDPIR?

If a child or adult in the household participates in Supplemental Nutrition Assistance Program (SNAP) or Temporary Assistance to Needed Families (TANF), record the Eligibility Determination Group (EDG) number in the space.

If a child or adult in the household is a participant in Food Distribution Program for Households on Indian Reservations (FDPIR), check the box to indicate participation. The insert CE name will contact you to obtain documentation of FDPIR participation.

If the students in the household are eligible based on SNAP, TANF, or FDPIR, skip Step 2 and complete Step 3.

### Step 2: Report Income for All Household Members.

#### Part A. Last Four Digits of Social Security Number (SSN) of an Adult Household Member

- **Provide** the last four digits of the Social Security number (SSN) of an adult in the household or check the box for no SSN.

A social security number is not required to apply for these programs.

#### Part B. Income for All Adult Household Members (Including Yourself, But Not Children)

- **Record** the first and last name of each adult in the household in the space provided.

If there are more adults in the household than available spaces, use the back of the application. Children's income is reported in Part C.

Include all adults living in the household that share income and expenses, even if the adult is not related to anyone in the household and does not receive any income. Do not include adults that are not supported by the household's income and do not contribute income to the household.

- **Record** the amount of income the adult receives under the type of income: Working Earnings; Public Assistance/Child Support/Alimony; Pensions/Retirement/Social Security/Supplemental Security Income (SSI); and All Other.

Report all amounts in gross income only and in whole dollars. Gross income is the total income received before taxes or deductions. Ensure that the income reported has not been reduced by the amounts deducted for taxes, insurance premiums, or any other purpose. The Adult Income Information Box provides additional information on the types of income that need to be reported. Foster children may be included as a member of the household or may be included on a separate application.

Reduced-Price Meal Income Eligibility Guidelines					
Family Size	Annually	Monthly	Twice per Month	Every Two Weeks	Weekly
1	\$23,606	\$1,968	\$984	\$908	\$454
2	\$31,894	\$2,658	\$1,329	\$1,227	\$614
3	\$40,182	\$3,349	\$1,675	\$1,546	\$773
4	\$48,470	\$4,040	\$2,020	\$1,865	\$933
5	\$56,758	\$4,730	\$2,365	\$2,183	\$1,092
6	\$65,046	\$5,421	\$2,711	\$2,502	\$1,251
7	\$73,334	\$6,112	\$3,056	\$2,821	\$1,411
8	\$81,622	\$6,802	\$3,401	\$3,140	\$1,570
<b>For each additional family member add:</b>					
	+ \$8,288	+ \$691	+ \$346	+ \$319	+ \$160

Write a 0 in any field where there is no income to report. If you write 0 or leave any fields blank, you are certifying (promising) that there is no income to report. If local officials have known or available information that the household income was reported incorrectly, the application will be verified for cause.

- **Circle** how often each type of income is received (frequency).

- W = Weekly
- E = Every 2 Weeks
- T = Twice per Month
- M = Monthly
- A = Annually

#### Part C. Income for Children in the Household

- **Record** total income for each child in the household who receives regular income by how often income is received (frequency).

##### Record adult income in Part B.

Record the income of each child who receives regular income under the frequency indicating how often the income is received.

The Child Income Information Box (on the right) provides additional information on the types of income that needs to be reported for children in the household.

#### Part D. Total Household Members

- **Record** the total number of children and adults in the household in the appropriate box.

This number **MUST** be equal to the number of household members listed in Step 1 and Step 2. It is very important to list all household members as the size of the household determines the household eligibility.

#### Step 3: Provide Contact Information and Adult Signature.

- **Read** the certification statement.
- **Write** your current address and contact information in the space provided. Sharing a phone number, email address, or both is optional, but helps us reach you quickly if we need to contact you.

If you have no permanent address, this does not make your children ineligible for free or reduced-price school meals.

- **Print** the name of the adult signing the form, **sign** the form, and **record** today's date in the appropriate spaces.

All applications must be signed by an adult household member. By signing the application, the household member is promising that all information has been truthfully and completely reported. Before completing this section, please read the privacy and civil rights statements on the back of the application.

#### Step 4: Return the Application.

- **Return** the application to insert a mailing address, fax number, and/or your child's school.

### Adult Income Information Box

#### Earnings from Work

##### General Types of Income

- Salary, wages, cash bonuses
- Strike benefits

##### U.S. Military

- Allowances for off-base housing, food, and clothing
- Basic pay and cash bonuses (do NOT include combat pay, FSSA, or privatized housing allowances)

##### Self-Employed Worker

- Net income from self-employment (farm or business)—calculated by subtracting the total operating expenses of the business from its gross receipts or revenue.

#### Public Assistance/ Child Support/Alimony

(Do not report the value of any cash value public assistance benefits NOT listed on the chart.)

- Alimony payments
- Cash assistance from State or local government
- Child support payments from court-ordered child support or alimony decree should be reported here. Informal but regular payments should be reported as *other* income in the next part.
- Unemployment benefits
- Worker's compensation

#### Pensions/Retirement/ Supplemental Security Income (SSI)

- Annuities
- Income from trusts or estates
- Private Pensions or disability
- Social Security (including railroad retirement and black lung benefits)
- Supplemental Security Income (SSI)
- Veteran's benefits

#### All Other Income

- Earned interest
- Investment income
- Regular cash payments from outside household
- Rental income

### Child's Income Information

#### Earnings from Work

For Example: A child has a job where she or he earns a salary or wages.

#### Social Security, Disability Payments

For Example: A child is blind or disabled and receives Social Security benefits.

#### Social Security, Survivor's Benefits

For Example: A parent is disabled, retired, or deceased, and their child receives social security benefits.

#### Income from any other source

For Example: A child receives income from a private pension fund, annuity, or trust

## Eastland ISD Paid Meal Prices Raised for 20-21 School Year

President Obama signed into law on December 13, 2010 *The Healthy, Hunger-Free Kids Act*.

One part of this new law addresses the Equity in School Meal Pricing. That is one reason schools are required to raise the price of Paid meals for the 20-21 school year.

For the school year 20-21 here are the prices of meals at EISD

Reduced Students at both campuses are .30 cents for Breakfast and .40 cents for Lunch and breakfast. For paid meals the prices are as follow:

	Elementary		EHS & EMS	
	Breakfast	Lunch	Breakfast	Lunch
Student	\$2.05	\$2.80	\$2.30	\$2.95
Adult	\$2.90	\$3.60	\$2.90	\$3.60
Visitor	\$2.95	\$4.30	\$2.95	\$4.30

Remember, if you turn in a form your child **might qualify for free or reduced Breakfast and Lunch**. If you qualify for one you qualify for both. So if you are not sure, please fill out the forms and if and/or when times are tight your child can have a hot meal that cost less or nothing depending upon your qualification. All returned Lunch Forms help our school get grant money for the School District that help with student services. Children need good nutrition to learn and grow properly. If you have any questions feel free to contact Cala Willis, Food Service Director at 254-631-5009.

Milk prices are .50 cents at both cafeterias for the 20-21 school year.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov). This institution is an equal opportunity provider.

## Eastland Independent School District Meal Charges Policy

The Eastland Independent School District is committed to improving and enhancing its services on a continuing basis. An example of this commitment is the food services computerized point of sale system which is designed to offer patrons greater flexibility when managing their school meal accounts. We are pleased to be able to provide this service and encourage parents and students to take advantage of the conveniences offered by prepaying for meals. Eastland ISD can accept simple, online meal payments for your student in a matter of minutes. Just go to [myschoolbucks.com](http://myschoolbucks.com) and create an account. You will need your student's ID number to register for these benefits. You may pay with your credit/debit card or electronic check. You will be able to make payments anytime for a small transaction fee. You may also view account balances, meal purchases and schedule automatic payments as well as set up automatic notifications of low account balances. There is also a free mobile app you can download. You can always send cash or checks to the cafeteria with student to deposit in account as well. However, we recognize that not all individuals have the means or desire to participate in a prepay program which may give rise to situations where students forget or lose monies intended for a school meal. Consequently, this document's purpose is to communicate Eastland Independent School District's official policy regarding forgotten or lost monies intended for school meals. We understand that unforeseen events do occur and encourage families who owe money on their child's meal account but are experiencing financial hardships to contact the school office where their child attends to discuss possible payment options. You may apply for free or reduced priced meals at any time during the school year.

Students who pay full price for their meals may not incur charges exceeding \$20.00. Students paying a reduced price for their meals may not incur charges exceeding \$4.00. Once a student's account is a negative balance, the school will issue notification that the account needs replenished and all A la cart purchases are ceased. If the student's account is not replenished and ultimately exceeds the \$20.00/\$4.00 threshold, parents will be encouraged to make other meal arrangements for their child. If other meal arrangements are not possible, the District shall supply the affected student with a meal consisting of the manager's choice of what is being served that day and the meal will continue being charged to the negative account.

Should the account of a student exceed the negative balance thresholds, and attempts to have it replenished have gone unanswered the account will be brought to the principal's attention. Students receiving free meals are not permitted to charge for any food service products above and beyond the initial replacement meal.

A la carte items in the line as well as the snack bar cannot be charged. Students receiving free or reduced priced meals *are not* permitted to charge for ala carte products, such as extra milk.

Students in all grades, who have exceeded the charge limit, may receive a Reimbursable Lunch by paying the cash value at the time of service. Students may not pay ahead on future meals and all monies must be put toward the existing balance. This policy is in accordance with the National School Lunch Program Policy regarding lost, stolen, or misused used Lunch Monies, Tickets, or Meal Charges. All delinquent accounts at the end of school must be paid in full to receive final report card.

Thank you,

Cala Willis

Food Nutrition Director

254-631-5009

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In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the [USDA Complaint Form](#) (AD-3027) found online at: [www.usda.gov/oc/AD-3027](http://www.usda.gov/oc/AD-3027), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [usda-civilrights@aphis.usda.gov](mailto:usda-civilrights@aphis.usda.gov)

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