



July 2019

Dear Parent/Guardian:

Ivy Academia School participates in the National School Breakfast and Lunch Program by offering healthy meals every school day. Your children may qualify for free or reduced-price meals by completing attached 2019-2020 Application for Free and Reduced-Price Meals. Reduced-price rates are **\$0.40** for lunch and **\$0.30** for breakfast. Students may buy lunch for **\$3.40** and breakfast for **\$2.10**.

Below are some common questions and answers to help you with the application process.

WHO CAN RECEIVE FREE OR REDUCED-PRICE MEALS?

- All children in households receiving benefits from CalFresh, CalWORKs, FDPIR are eligible for free meals. Medi-Cal recipients may be eligible for free or reduced-price meals.
- Foster children under the legal responsibility of a foster care agency or court are eligible for free meals.
- Children may receive free or reduced-price meals if your household's income is within the limits of the Federal Income Eligibility Guidelines. Your children may qualify for free or reduced-price meals if your household income falls at or below the limits summarized in the chart below.

**Income Eligibility Guidelines for Free and Reduced-Price Meals or Free Milk
in Child Nutrition Programs
(Effective from July 1, 2019 to June 30, 2020)**

Free and Reduced-Price Scales

Household size	Free Eligibility Scale for Lunch, Breakfast, and Milk					Reduced-Price Eligibility Scale for Lunch and Breakfast				
	Year	Month	Twice Per Month	Every Two Weeks	Week	Year	Month	Twice Per Month	Every Two Weeks	Week
1	\$16,237	\$1,354	\$677	\$625	\$313	\$23,107	\$1,926	\$963	\$ 889	\$445
2	\$21,983	\$1,832	\$916	\$846	\$423	\$31,284	\$2,607	\$1,304	\$1,204	\$602
3	\$27,729	\$2,311	\$1,156	\$1,067	\$534	\$39,461	\$3,289	\$1,645	\$1,518	\$759
4	\$33,475	\$2,790	\$1,395	\$1,288	\$644	\$47,638	\$3,970	\$1,985	\$1,833	\$917
5	\$39,221	\$3,269	\$1,635	\$1,509	\$755	\$55,815	\$4,652	\$2,326	\$2,147	\$1,074
6	\$44,967	\$3,748	\$1,874	\$1,730	\$865	\$63,992	\$5,333	\$2,667	\$2,462	\$1,231
7	\$50,713	\$4,227	\$2,114	\$1,951	\$976	\$72,169	\$6,015	\$3,008	\$2,776	\$1,388
8	\$56,459	\$4,705	\$2,353	\$2,172	\$1,086	\$80,346	\$6,696	\$3,348	\$3,091	\$1,546
For each additional family member, add:										
	\$5,746	\$ 479	\$ 240	\$ 221	\$111	\$8,177	\$682	\$341	\$315	\$158



DO I NEED TO COMPLETE AN APPLICATION FOR EACH CHILD?

No. Complete **one** Application for Free and Reduced-Price Meals for all children in your household, not just the children attending Ivy Academia. Use Step 1 fields to list all the children in your family. We cannot approve an Application that is not complete, so be sure to fill out all required information. Return the completed Application to the school business office at 7353 Valley Circle Blvd., West Hills, CA 91304.

MY CHILD'S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT A NEW ONE?

Yes, if you want to participate in the meal program. Your child's application status is only good for one school year at a time and for the first thirty (30) days of the following school year. You **MUST** send in a new Application by **August 9, 2019 in order to be processed by the first day of school.**

If you feel your income will not qualify for free or reduced meals, or if you choose not to share your income, you still **MUST submit the form**, just complete the Step 1 with student's information, Step 4 with parent's information and write "DNQ" (Do Not Qualify) across Step 3B.

WILL THE INFORMATION I PROVIDE BE CHECKED?

Yes. School officials may randomly select some households for income verification. You will be asked to send additional information to prove your income. If information is not received your student will be placed on full pay status.

IF I DO NOT QUALIFY NOW, MAY I APPLY LATER?

Yes, you can apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed may be eligible for free and reduced-price meals if the household income drops below the income limit.

WHAT IF I DISAGREE WITH THE SCHOOL'S DECISION REGARDING MY APPLICATION?

You should talk to the school officials. You may also ask for a hearing by calling (818)716-0771 or writing to: Joe Herzog, Executive Director, Ivy Academia 7353 Valley Circle Blvd., West Hills, CA 91304.

WHAT IF MY INCOME IS NOT ALWAYS THE SAME?

List the amount that you **normally** receive. For example, if you normally make \$1,000 each month, but you missed some work last month and only made \$900, enter on the Application that you made \$1,000 per month. If you normally receive overtime, include it, but do not include it if you only occasionally work overtime. If you have lost your job or had your hours or wages reduced, use your current income.

WHAT IF SOME HOUSEHOLD MEMBERS HAVE NO INCOME TO REPORT?

All household members must be included on the Application even if the individual does not receive income. Whenever this happens, please write a "0" in the income field. However, if any income fields are left empty or blank, the income will be counted as zero. Please be careful when leaving income fields blank, as we will assume you meant to do so.

MY FAMILY NEEDS ADDITIONAL FINANCIAL ASSISTANCE. ARE THERE OTHER PROGRAMS WE CAN APPLY FOR?

Yes. For information on CalFresh and CalWORKs, contact your county welfare department by reviewing the CalFresh Web page at <http://www.calfresh.ca.gov/PG839.htm> or by phone at 877-847-3663.

Should you have other questions, or need help, please contact the school meal program department at 818-716-0771 ext. 1003.

Sincerely,

Maria Gennaro
Director of Finance and Operations
Meal Program Director