



For Immediate Release:

August 2022

**The Irving Independent School District Transitions Back to Application Requirement for Free and Reduced-Price School Meals**

*Back to School and Back to Normal in the Cafeteria*

**Irving** – During the COVID-19 pandemic, Congress authorized spending that allowed schools to serve free meals for all students. Those funds are not authorized to continue for the 2022-2023 school year. As a result, Irving ISD must return to the following process:

**Early Childhood, Elementary and Middle Schools ONLY:**

The Irving Independent School District will continue to operate the Community Eligibility Program (CEP) for the 2022-2023 school year at Early Childhood, Elementary and Middle Schools. All students at these schools, regardless of their ability to pay, will be eligible to receive a free breakfast and lunch, without need for a meal application.

**High Schools ONLY:**

Starting on August 1, 2022, Irving ISD will begin distributing letters and applications to the households of High School students about eligibility benefits. Families are encouraged to complete the Application for Free and Reduced-Price School Meals, online at <https://schoolcafe.com> or in person at the Irving I.S.D. School Meals Application Center at 800 N. O'Connor Road, Irving, Texas 75061. (Located: corner of N. O'Connor Rd. & Union Bower) Office hours Monday- Thursday 7:30 AM – 4:00 PM and Friday 7:30 AM – 3:30 PM.

**Student Charge Policy- SY 2022-2023**

Irving ISD allows High School students to charge up to a maximum of 5 lunches on exhausted or insufficient meal accounts for reimbursable lunches only. The student will be allowed to purchase meals until they have charged the maximum allowed of five (5) lunches. After the charge limit is met, the student will be offered a courtesy meal consisting of a cheese sandwich, a vegetable or fruit, and a fruit juice.

**Breakfast is served at no cost to all Irving ISD Students.**

**Criteria for Free and Reduced-Price Meal Benefits**

The following criteria will be used to determine a child's eligibility for free or reduced-price meal benefits:

**Income**

1. Household income that is at or below the income eligibility levels

**Categorical or Automatic Eligibility**

2. Household receiving Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF); or Food Distribution Program on Indian Reservations (FDPIR)

**Program Participant**

3. Child's status as a foster child, homeless, runaway, migrant, or displaced by a declared disaster
4. Child's enrollment in Head Start or Even Start

### **Income Eligibility**

For those households that qualify for free or reduced-price meals based on income, an adult in the household must fill out free and reduced-price meal application and return it to Food Service Office Manager at 800 N. O'Connor Rd., Irving, TX 75061. Those individuals filling out the application will need to provide the following information:

1. Names of all household members
2. Amount, frequency, and source of current income for each household member
3. Last 4 digits of the Social Security number of the adult household member who signs the application or, if the adult does not have a social security number, check the box for *"No Social Security number"*
4. Signature of an adult household member attesting that the information provided is correct

### **Categorical or Program Eligibility**

Irving Independent School District Food & Nutrition Services is working with local agencies to identify all children who are categorically and program eligible. Irving Independent School District will notify the households of these children that they do not need to complete an application. Any household that does not receive a letter and feels it should have should contact Food Services Office Manager at 972.600.6900.

Office hours Monday- Thursday 7:30 AM – 4:00 PM and Friday 7:30 AM – 3:30 PM.

Any household that wishes to decline benefits should contact Food Services Office Manager at 972.600.6900.

Applications may be submitted anytime during the school year. The information households provide on the application will be used for the purpose of determining eligibility. Applications may also be verified by the school officials at any time during the school year.

### **Determining Eligibility**

Under the provisions of the free and reduced-price meal policy, Food Services Office Manager will review applications and determine eligibility. Households or guardians dissatisfied with the Reviewing Official's eligibility determination may wish to discuss the decision with the Reviewing Official on an informal basis. Households wishing to make a formal appeal for a hearing on the decision may make a request either orally or in writing to:

Chief Financial Officer  
2621 W. Airport Freeway  
Irving, Texas 75062  
972.600.5405

### **Unexpected Circumstances**

If a household member becomes unemployed or if the household size increases, the household should contact the Food Service Office Manager at 972.600.6900. Such changes may make the children of the household eligible for benefits if the household's income falls at or below the attached current income eligibility guidelines.

Household Size	Eligibility Guidelines for Determining Free and Reduced-Price Benefits									
	Effective from July 1, 2022 to June 30, 2023									
	Annual		Monthly		Twice-Monthly		Bi-Weekly		Weekly	
No. of Household Members	Free	Reduced	Free	Reduced	Free	Reduced	Free	Reduced	Free	Reduced
1	\$17,677	\$25,142	\$1,473	\$2,096	\$737	\$1,048	\$680	\$967	\$340	\$484
2	\$23,803	\$33,874	\$1,984	\$2,823	\$992	\$1,412	\$916	\$1,303	\$458	\$652
3	\$29,939	\$42,606	\$2,495	\$3,551	\$1,248	\$1,776	\$1,152	\$1,639	\$576	\$820
4	\$36,075	\$51,338	\$3,007	\$4,279	\$1,504	\$2,140	\$1,388	\$1,975	\$694	\$988
5	\$42,211	\$60,070	\$3,518	\$5,006	\$1,759	\$2,503	\$1,624	\$2,311	\$812	\$1,156
6	\$48,347	\$68,802	\$4,029	\$5,734	\$2,015	\$2,867	\$1,860	\$2,647	\$930	\$1,324
7	\$54,483	\$77,534	\$4,541	\$6,462	\$2,271	\$3,231	\$2,096	\$2,983	\$1,048	\$1,492
8	\$60,619	\$86,266	\$5,052	\$7,189	\$2,526	\$3,595	\$2,332	\$3,318	\$1,166	\$1,659
For each additional family member, add	+\$6,136	+\$8,732	+\$512	+\$728	+\$256	+\$364	+\$236	+\$336	+\$118	+\$168

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To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AS-3027 form or letter must be submitted 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: (833) 256-1665 or (202) 690-7442, or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov)

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