

## RELEASE – SY 2023-2024 FOR FREE AND REDUCED PRICE MEALS

Charleston School District announces its policy for providing free and reduced price meals for children served under the National School Lunch Program and School Breakfast Program. Each school and/or the central office has a copy of the policy, which may be reviewed by any interested party. The price charged for a paid student breakfast is \$1.00; the price charged for a paid student lunch is \$2.25.

### HOUSEHOLD APPLICATIONS

The household size and income criteria identified below will be used to determine eligibility for free and reduced price benefits for school year 2023-2024. Children from households whose income is at or below the levels shown are eligible for free or reduced price meals.

Household Size	Federal Poverty Guidelines	Free Meals 130%					Reduced Meals 185%				
		Annual	Monthly	Twice Per Month	Every Two Weeks	Weekly	Annual	Monthly	Twice per Month	Every Two Weeks	Weekly
<b>1</b>	14,580	18,954	1,580	790	729	365	26,973	2,248	1,124	1,038	519
<b>2</b>	19,720	25,636	2,137	1,069	986	493	36,482	3,041	1,521	1,404	702
<b>3</b>	24,860	32,318	2,694	1,347	1,243	622	45,991	3,833	1,917	1,769	885
<b>4</b>	30,000	39,000	3,250	1,625	1,500	750	55,500	4,625	2,313	2,135	1,068
<b>5</b>	35,140	45,682	3,807	1,904	1,757	879	65,009	5,418	2,709	2,501	1,251
<b>6</b>	40,280	52,364	4,364	2,182	2,014	1,007	74,518	6,210	3,105	2,867	1,434
<b>7</b>	45,420	59,046	4,921	2,461	2,271	1,136	84,027	7,003	3,502	3,232	1,616
<b>8</b>	50,560	65,728	5,478	2,739	2,528	1,264	93,536	7,795	3,898	3,598	1,799
<b>each add'l person add</b>	5,140	6,682	557	279	257	129	9,509	793	397	366	183

Household application forms are being distributed by the school with a letter informing households of the availability of free and reduced price meals for their children. **Only one application should be submitted for each household.** Applications are also available at the principal's office in each school. To apply for free or reduced price meals, households must complete the application and return it to the school. Applications will be considered incomplete if all information is not provided as described in the instructions provided with the application. Applications may be submitted at any time during the school year as circumstances change. The information households provide on the application will be used for the purpose of determining eligibility and verification of data.

Applications may be subject to verification at any time during the school year by school officials.

### CATEGORICAL ELIGIBILITY

Children who are members of a Supplemental Nutrition Assistance Program (SNAP), formerly food stamps, household are categorically eligible for free meals. School officials will determine eligibility for free meals based on documentation obtained directly from the SNAP office. School officials will notify households of their eligibility. Households who are notified of their eligibility but who do not want their children to receive free meals must contact the school. SNAP households should complete an application if they are not notified of their eligibility by August 25, 2023.

Households with children who are members of currently approved Supplemental Nutrition Assistance Program (SNAP) benefits, formerly food stamps, may submit an application with abbreviated information as described in the application instructions.

Children who are enrolled in Head Start / Even Start programs are categorically eligible for free meals. Contact Angie Haney at 479-965-7160 with questions regarding Head Start / Even Start meal benefits.

Children certified as migrant, homeless or runaway by the district are categorically eligible for free meals. Contact Angie Haney at 479-965-7160 with questions regarding migrant, homeless or runaway meal benefits.

**Foster children** who are the legal responsibility of a welfare agency or court are also eligible for benefits regardless of the income of the household with whom they reside. Eligibility for the foster child is based on the child being the legal responsibility of welfare agency or court. An application for a household that includes both foster children and non-foster must be completed for eligibility to be determined for the non-foster children. Contact Angie Haney at 479-965-7160 with questions regarding foster children.

Children in households that receive WIC may be eligible for benefits. An application must be completed for determination of eligibility.

If a household member becomes unemployed during the school year, the household **may** be eligible for free or reduced price meals PROVIDED that the loss of income causes the household income to be within the eligibility criteria. An application should be completed for determination of eligibility benefits.

Under the provisions of the free and reduced price meal policy the Federal Programs Director will review applications and determine eligibility. Contact Angie Haney at 479-965-7160 with questions

Parents or guardians dissatisfied with the ruling of the determining official may wish to discuss the decision with the determining official on an informal basis. Parents wishing to make a formal appeal for a hearing on the decision may make a request either to: Melissa Moore at 479-965-7160.

A household may SUBMIT an application ANYTIME DURING THE SCHOOL YEAR.

**Non-Discrimination Statement:** This explains what to do if you believe you have been treated unfairly.

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

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 addressed 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 AD-3027 form or letter must be submitted to USDA by:  
mail:

U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or  
fax: (833) 256-1665 or (202) 690-7442; or  
email: [program.intake@usda.gov](mailto:program.intake@usda.gov)  
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