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Dear Parents/Guardians:

As of July 1st 2020, Los Angeles County Office of Education (LACOE), will be starting a new program for providing food to our school sites. This is the TITAN program, which will help us to provide breakfast and lunches for our students. The TITAN program will give you the opportunity to have your child partake in the on campus breakfast and lunch program. The Titan application will need to be filled out before the starting of the 2020-2021 school year and during the scheduled individualized family video conference, we will be going over and confirming you have completed the application.

Upon filling out the application you will be immediately notified you if you have qualified for the program. Remember, that if you do qualify for either the free or reduced program you are also eligible for additional discounts throughout the year, including fee waivers for testing, college application waivers and many more. Specifically, for the onsite breakfast/lunch program, if your student qualifies for free meals than the student's family will not have to pay for breakfast or lunch. If your student qualifies for reduced meals than you will have to pay for a small portion of the meals and if your student qualifies for paid than you will have to pay for the lunches he/she participates in. (Prices are below)

- If the student qualifies for Free/ Lunches: $0.00
- If the student qualifies for Reduced/ Lunches: $0.85
- If the student qualifies for Paid/ Lunches: $3.85

You will be asked for a debit or credit card and an amount to put in the application, our suggestion is at least $5.00 (If your student is free there is no need to put in any amount).

This food program is NEW to IPoly and it allows all parents to access their online portal, order lunches, see what is scheduled, add money and also see exactly what your student "purchased".

Online Meal Application Instructions

TITAN SCHOOL SOLUTIONS

Completing an Online Applicaton

1. Go to **family.titank12.com** and click on **Apply Today**. Please note: you do not need to set up an account to complete an application.

2. Select your **State** and **District**, and click **Next**. This will take you to the Letter to Household. Click **Next**.

3. Enter the following information: **Address, City, State, Zip Code, Phone Number,** and **Email Address.**

4. If you participate in one of the following Assistance programs, please select the program and enter the **Case Number.** *(If you qualify for such program, you DO NOT need to complete Step 5.)*
   - TANF - Temporary Assistance for Needy Families
   - SNAP - Supplemental Nutrition Assistance Programs
   - FDPIR- Food distribution program for households on Indian reservations operated under part 253 of this title.

5. Enter the total number of people in your household then click **Next**.

6. On the right-hand side of the page Click **New Student**. This will open a window to enter student information. Enter as much of the following information as possible including **First/Middle/Last Name, Student ID, School,** and **Date of Birth.** Click **Save.** *If there are other students that attend this school district, please repeat the steps above to add them to application then click* **Next**.

7. On the right-hand side of the page click **New Household Member**. Enter **First and Last Name** and **Income** for this person then click **Save**.

8. Please review the application to ensure all of your information is correct before you submit. Once you have reviewed it, click **Next**.

9. When signing and submitting the application, you may select your ethnicity/race if you choose to. **Enter your name** in the Signed By section, click **I agree to the Terms of Use**. Enter the last 4 digits of your SSN or Click **No SSN**.

10. Click **Submit Application**. You will receive an email confirming the application was submitted.

> **If you have any questions or concerns, please contact your school cafeteria or the Child Nutrition Office at [PHONE NUMBER/WEBSITE].**