

## **ABEB: Child Nutrition Programs Policy**

The District participates in the National School Breakfast, Lunch, After School Snack, Milk, and Summer Food Service Programs. As a participant in these programs:

1. The District shall adhere to program requirements as outlined in state and federal law, the United States Department of Agriculture's (USDA) regulations and policies, and the Department of Public Instruction (DPI) directives and guidance relating to USDA Child Nutrition Programs.
2. The District prohibits discrimination based on race, color, national origin, sex, age, disability or reprisal/retaliation for prior civil rights activity in any program/activity conducted or funded by USDA.
3. The Board has established a discrimination complaint procedure to resolve civil rights complaints by individuals that believe they have been subjected to discrimination in any of the USDA Child Nutrition Programs that are offered through the District (ACEB-BR1).
4. The Board designates Assistant Superintendent as the Child Nutrition Programs Civil Rights Coordinator. The Child Nutrition Programs Civil Rights Coordinator shall oversee and respond to discrimination complaints in any of the USDA Child Nutrition Programs that are offered through the District.
5. The Board shall designate Special Projects Coordinator as the District's Authorized Representative to administer the Child Nutrition Programs that are offered through the district. The Authorized Representative shall submit the required policy statement(s) and agreement(s) to DPI for approval as part of the application process, and ensure that the requirements of the policy statement(s) and program agreement(s) are met, and that local program operations are effective. This individual shall obtain the policy statement(s), agreement(s) and additional program materials from DPI.
6. The Board shall designate Special Projects Coordinator as the individual responsible for reviewing applications and making determinations of eligibility for purposes of claiming free and reduced priced meals.
7. The Board shall annually set reduced-price charges for lunch, breakfast and after school snacks at or below the maximum reduced-price allowed by federal regulations and below the full price of the lunch or breakfast.
8. The District shall comply with established eligibility hearing procedures for free and reduced-price lunch or free milk, delineated in the District's Free and Reduced Price Meals Policy Statement and regulation ACEB-BR2.
9. The Board shall designate Assistant Superintendent as the District's Child Nutrition Hearing Official. The individual must be someone not involved in the original eligibility

determination. It is suggested that this individual hold a position superior to that of the determining eligibility official.

10. The District shall comply with training requirements in state and federal law for all employees who work with the Child Nutrition Programs.

The District may elect to participate in Provision 2 of this program where the district pays for all the lunches of students whether they are eligible or not. In this instance, the district will not collect applications for free and reduced-priced meals on an annual basis. The District must receive permission from DPI to participate in Provision 2 and comply with the additional requirements necessary.

### **Management**

The District shall comply with all regulations regarding the keeping of account and records and the making of reports prescribed by the DPI. Such accounts and records shall be available at all times for inspection and audit by authorized officials and shall be preserved for a period as specified by the Department of Public Instruction. The board will annually set elementary and secondary adult lunch prices, or run a free meal program, so as to maintain the food service program as a non-profit service while fiscally independent of the general fund.

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#### Complementary Documents:

AAC: Nondiscrimination and Anti-Harassment Policy  
ABEA: Wellness Policy  
ABEB-BR1: Child Nutrition Programs Civil Rights Complaint Procedure  
ABEB-BR2: Free & Reduced Priced Meal Eligibility Appeals Procedure  
ABEB-E1: Child Nutrition Programs Civil Rights Complaint Form  
ABEB-E2: Child Nutrition Programs Civil Rights Complaint Log