



## **MANAGEMENT SUPPORT**

### **Food and Nutrition Program**

#### **A. Nutrition**

The nutritional composition of meals served at schools will comply with the guidelines established by the National School Lunch Program. Offered with each breakfast will be four components including:

1. One serving of milk;
2. One serving of juice and/or fruit;
3. Two servings of grain; or
4. One serving of grain and one serving of protein.

A student must choose three of the four components offered for breakfast; one of the components must be fruit.

Offered with each lunch will be five components including:

1. One serving of milk;
2. One serving of juice and/or fruit;
3. One serving of vegetables;
4. One serving of protein; and
5. One serving of bread or grain.

A student must choose three of the five components offered for lunch; one of the components must be a full serving of fruit or vegetables.

#### **B. Sale of Food and Nutrition Program Supplies**

1. Kitchen user groups or school staff may purchase food and nutrition program supplies for district functions or for events catered by the food and nutrition program department in district facilities.
2. The kitchen user groups who want to purchase supplies must provide the food and nutrition program office with a billing address, an ASB purchase order number or debit credit number at the time the request is made.
3. Food and nutrition program department supplies will not be sold for personal use.

#### **C. Donations of Food Supplies**

The food and nutrition department may accept food donations, providing that all state and local laws regarding inspection and handling have been met before selling the food as part of the school food and nutrition program.

## **Free and Reduced Price Food Services**

### Application Processing

Free and reduced meal applications will be processed in a timely manner in accordance with USDA and Food and Nutritional Services regulations.

1. Confidentiality of students applying for free or reduced priced meals will be maintained.
2. The application will be sent to the food and nutrition program office for processing.
3. All applications will be stored in the food and nutrition program office.
4. Parents will be notified in writing if their application has been denied. If approved, parents will be notified by automated phone call.
5. A parent has the right to appeal any decision with respect to their application for free or reduced meals by contacting the manager of the food and nutrition program in writing or by telephone.

If operating the Community Eligibility Provision (CEP) or other non-pricing option, the district will distribute the Letter to Households and the Household Income Report to all student households at the beginning of each school year. If a parent or guardian of a student needs assistance with application materials in a language other than English, the district will offer appropriate assistance to that parent or guardian. The district will protect the student's identity of the student and the confidentiality and disclosure of the data on a Family Income Survey.

### September Eligibility

All efforts will be made to quickly approve applications and notify students of their meal status. During the application processing period, students who were eligible for free or reduced meals during the prior June will maintain their prior years free or reduced meal status until their new application has been processed or for thirty (30) days from the start of school, whichever is first.

### Confidentiality

1. The names of the children eligible for free or reduced-price meals shall not be published, posted or announced in any way.
2. The district may release cumulative totals of the number of families approved for receipt of free and reduced-price meals.
3. The district may release to an individual family a letter stating that family's eligibility for free or reduced-price meals.

### Homeless Children

The district may complete an application for a child and approve the child for free meals based solely on the knowledge that the child's address is a homeless shelter or that the child has no known address and is indeed homeless.

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## Breakfast and Lunch Copays Eliminated

Students in prekindergarten through twelfth grade who qualify for reduced-price meals will not be required to pay a breakfast or lunch copay.

## Community Eligibility Provision

~~Beginning in the 2022–23 school year, each~~ **Each** school with an Identified Student Percentage (ISP) of at least 40% ~~shall operate~~ **must participate in** the USDA Community Eligibility Provision (CEP) and offer meals at no cost to all students.

**To the extent practicable, the district will group schools to maximize the number of schools eligible to participate in the CEP.**

The ISP is calculated by dividing the number of Identified Students, students categorically eligible for free school meals by direct certification or **in** other **purposes ways**, by the total enrollment.

## **Free Meals**

**Certain elementary schools must provide free breakfast and lunch each school day to any student who requests breakfast, lunch, or both regardless of the student's eligibility for a federally reimbursed free or reduced-price meal. The meals must be nutritiously adequate and qualify for federal reimbursement under the school lunch program or the school breakfast program. Students may only receive one free meal in a meal service period.**

**The requirements described above apply to elementary schools that provide educational services to students in kindergarten, first grade, second grade, third grade, or fourth grade and where 30% or more of their students meet federal eligibility requirements for free or reduced-price lunches. However, those schools that are participating in the CEP are exempt from these requirements while participating in the CEP.**

**Schools where 40% or more of their students are eligible for free or reduced-price lunches must meet the requirements described above beginning with the 2023–24 school year. Schools where between 30 and less than 40% of their students are eligible for free or reduced-price lunches must meet the requirements described above beginning with the 2024–25 school year.**

**Despite the requirements described above, the district will continue collecting free and reduced-price meal eligibility applications when applicable and run direct certification at least monthly. Further, the district will annually monitor data for eligibility in the CEP and apply when eligible.**

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## Food and Beverages

The importance of proper nutrition and physical activity to lifelong good health will be demonstrated and taught to students through food served in the school setting, as well as through appropriate classroom instruction. These nutrition standards for food and beverages provided in schools will be observed by all schools.

## Nutrition Standards for Food and Beverages Sold in Schools

All food and beverages provided to students before, during and immediately after the regular school day in district schools and facilities will meet nutrition standards outlined in the student wellness policy unless otherwise regulated by the United States Department of Agriculture (USDA).

Cross reference:      [Board Policy 6700](#)      Food and Nutrition Program

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