

Regulation 3553: Free And Reduced Price Meals

Status: DRAFT

Original Adopted Date: 11/27/2012 | Last Reviewed Date: 11/27/2012

Applications

The Superintendent or designee shall ensure that the district's application form for free and reduced-price meals and related materials include the statements specified in Education Code 49557 and 7 CFR 245.5. ~~In addition, the~~**The district's** application packet ~~may~~**shall** include the notifications and information listed in Education Code 49557.2.

The application form and related information shall be distributed **in paper form** to all parents/guardians at the beginning of each school year and shall be available to students at all times during the school day. (Education Code 48980, 49520; 42 USC 1758; 7 CFR 245.5)
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In addition, the district application form and for free and reduced price meals shall be available online. The online application form shall require completion of only those questions necessary for determining eligibility, contain clear instructions for families that are homeless or migrant, and comply with other requirements specified in Education Code 49557.

An application form and related information shall also be provided whenever a new student is enrolled.

At the beginning of each school year, the Superintendent or designee shall send a public release, containing the same information supplied to parents/guardians and including eligibility criteria, to local media, the local unemployment office, and any major employers in the district attendance area contemplating large layoffs. Copies of the public release shall be made available upon request to any interested person. (7 CFR 245.5)

Eligibility

The Superintendent or designee shall determine students' eligibility for the free and reduced-price ~~meals~~**meal** program based on the criteria specified in 42 USC 1758 and 1773 and 7 CFR 245.1-245.13 and made available by the California Department of Education.
~~When authorized by law, participants~~

Participants in other federal or state the CalFresh, California Work Opportunity and Responsibility to Kids (CalWORKS), and Medi-Cal programs may shall be directly certified, without further application, for enrollment in the free and reduced-price meals meal program. without further application. Participants in other state or federal programs may be directly certified when authorized by law. (Education Code 49561, 49562; 42 USC 1758); 7 CFR 245.6)

Verification of Eligibility

Not later than November 15 of each year, the Superintendent or designee shall verify the eligibility of a sample of household applications approved for the school year in accordance with the sample sizes and procedures specified in 42 USC 1758 and 7 CFR 245.6a. (42 USC 1758; 7 CFR 245.6a)

If the review indicates that the initial eligibility determination is correct, the Superintendent or designee shall verify the approved household application. If the review indicates that the initial eligibility determination is incorrect, the Superintendent or designee shall: (42 USC 1758; 7 CFR 245.6a)

1. If the eligibility status changes from reduced price to free, make the increased benefits immediately available and notify the household of the change in benefits

2. If the eligibility status changes from free to reduced price, first verify the application, then notify the household of the correct eligibility status, and, when required by law, send a notice of adverse action as described below
3. If the eligibility status changes from free or reduced price to paid, send the household a notice of adverse action as described below

If any household is to receive a reduction or termination of benefits ~~if~~ as a result of verification activities, **the eligibility of a household that is receiving free or reduced-price benefits cannot be confirmed**, or if the household fails to cooperate with verification efforts, the Superintendent or designee shall reduce or terminate benefits, as applicable, and shall properly document and retain on file in the district the reasons for **the household's** ineligibility. He/she also shall send a notice of adverse action to any household that is to receive a reduction or termination of benefits. Such notice shall be provided **At least** 10 days prior to the actual reduction or termination of benefits, **the Superintendent or designee shall send a notice of adverse action to the household**. The notice shall advise the household of: (7 CFR 245.6a)

1. The change and the reasons for the change
2. The right to appeal, when the appeal must be filed to ensure continued benefits while awaiting a hearing and decision, and instructions on how to appeal
3. The right to reapply at any time during the school year

Confidentiality/Release of Records

The Superintendent designates the following district employee(s) to use **disclose a student's name and eligibility status from** individual **meal** records pertaining to student participation in the free and reduced-price meals program **only** for the purpose of disaggregation of academic achievement data **and/or** for the identification **provision** of students in any program improvement school eligible for school choice and supplemental educational services **under the federal Elementary and Secondary Education Act** pursuant to 20 USC-6316:

**Assistant Superintendent, Educational Services
6301-6576.**

**Director of Nutrition Services
(title or position)**

In using ~~permitting~~ the **disclosure of student** records for such purposes, the following conditions **Superintendent or designee** shall be satisfied: **ensure that:** (Education Code-49558).

1. No individual indicators of participation in the free and reduced-price meals **meal** program shall **be** maintained in the permanent records of any student if not otherwise allowed by law.
2. Information regarding individual student participation in the free and reduced-price meals **meal** program shall **is** not be publicly released.
3. All other confidentiality provisions required by law shall **be** met.
4. Information collected regarding individual students certified to participate in the free and reduced-price meals **meal** program shall **be** destroyed when no longer needed for its intended purpose.

Nondiscrimination Plan

The district's plan

In implementing the district's food service programs for students receiving **who are eligible to receive** free or reduced-price meals, **the district** shall ensure the following: (Education Code-49557; 42 USC-1758).

1. The names of the students shall not be published, posted, or announced in any manner, or used for any purpose other than the National School Lunch and School Breakfast Programs, unless otherwise provided by law.

2. There shall be no overt identification of any of the students by the use of special tokens or tickets or by any other means.
3. The students shall not be required to work for their meals ~~or for milk~~.
4. The students shall not be required to use a separate dining area, go through a separate serving line or entrance, or consume their meals ~~or milk~~ at a different time.

When more than one lunch, breakfast, or type of milk is offered, the students shall have the same choice of meals or milk as is available to those students who pay the full price. (Education Code 49557; 7 CFR 245.8)

Prices

The maximum price that shall be charged to eligible students for reduced-price meals shall be 40 cents for lunch and 30 cents for breakfast. (42 USC 1758, 1773)

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State References

- 5 CCR 15510
- 5 CCR 15530-15535
- 5 CCR 15550-15565
- Ed. Code 48980
- Ed. Code 49430-49434
- Ed. Code 49490-49494
- Ed. Code 49500-49505
- Ed. Code 49501.5
- Ed. Code 49510-49520
- Ed. Code 49530-49536
- Ed. Code 49547-49548.3
- Ed. Code 49550-49564.5
- Ed. Code 49564.3

Description

- Mandatory meals for needy students
- Nutrition education
- School lunch and breakfast programs
- Parent/Guardian notifications
- Pupil Nutrition, Health, and Achievement Act of 2001
- School breakfast and lunch programs
- School meals
- California Universal Meals Program
- Nutrition
- Child Nutrition Act
- Comprehensive nutrition services
- Meals for needy students
- High-poverty schools; universal meal service

Federal References

- 20 USC 1232g
- 20 USC 6301-6576
- 42 USC 1751-1769j
- 42 USC 1771-1791
- 42 USC 1773
- 7 CFR 210.1-210.31
- 7 CFR 220.10-220.21
- 7 CFR 245.1-245.13

Description

- Family Educational Rights and Privacy Act (FERPA) of 1974
- Title I Improving the Academic Achievement of the Disadvantaged
- School Lunch Program
- Child nutrition
- School Breakfast Program
- National School Lunch Program
- National School Breakfast Program
- Eligibility for free and reduced-price meals and free milk

Management Resources References

Description

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| California Department of Education Publication | Clarification on the Sharing of Individual Student Eligibility Information for Local Control and Accountability Plan Purposes, Management Bulletin SNP-02-2018, May 2018 |
| CSBA Publication | Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, 2012 |
| CSBA Publication | Monitoring for Success: A Guide for Assessing and Strengthening Student Wellness Policies, rev. 2012 |
| U.S. Department of Agriculture Publication | Provision 2 Guidance: National School Lunch and School Breakfast Programs, Summer 2002 |
| U.S. Dept of Agriculture Publication | Eligibility Manual for School Meals: Determining and Verifying Eligibility, July 2017 |
| Website | U.S. Department of Agriculture, Food and Nutrition Service - https://simbli.eboardsolutions.com/SU/Wry6HD6BSTBkfn7BqplusR7BQ== |
| Website | Nourish California - https://simbli.eboardsolutions.com/SU/5GeuVdU7HE4aLG3NFy4PTg== |
| Website | California Project LEAN (Leaders Encouraging Activity and Nutrition) - https://simbli.eboardsolutions.com/SU/lzuCbbhn3rBrfeZTSNnVCw== |
| Website | California Department of Education, Nutrition Services Division - https://simbli.eboardsolutions.com/SU/O5xpn2rTFL2uz0BslshlorGXQ== |
| Website | CSBA - https://simbli.eboardsolutions.com/SU/W3QxkK2FPsDsQBnMIENxGg== |

Cross References

Description

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|------|---|
| 0200 | Goals For The School District - https://simbli.eboardsolutions.com/SU/S05O5v6npwslsh2SIXKYX8ZbA== |
| 0410 | Nondiscrimination In District Programs And Activities - https://simbli.eboardsolutions.com/SU/FnDZ7yHITUVLmcPBwcYa4w== |
| 0460 | Local Control And Accountability Plan - https://simbli.eboardsolutions.com/SU/Oa8UxEDuhq6BH2zsd274XA== |
| 0460 | Local Control And Accountability Plan - https://simbli.eboardsolutions.com/SU/8eaD94eHfiVAA8KyIGL0hw== |
| 1340 | Access To District Records - https://simbli.eboardsolutions.com/SU/ilradJh510f82Bjhbu4vRw== |
| 1340 | Access To District Records - https://simbli.eboardsolutions.com/SU/zrxxplusFTeTpg8XDnadUSa6Q== |
| 1400 | Relations Between Other Governmental Agencies And The Schools - https://simbli.eboardsolutions.com/SU/boI2KOplusfOV4IODLslshnZFOsg== |
| 3100 | Budget - https://simbli.eboardsolutions.com/SU/LAXsliS005BXIXyCf1Nf6A== |
| 3100 | Budget - https://simbli.eboardsolutions.com/SU/0Em4vjDpAKIGfnem14N1VA== |
| 3250 | Transportation Fees - https://simbli.eboardsolutions.com/SU/vf84VAxplusDuYw5y4CCT3VHw== |
| 3250 | Transportation Fees - https://simbli.eboardsolutions.com/SU/jVD1YBochBcslshJHSVHUrcoA== |
| 3260 | Fees And Charges - https://simbli.eboardsolutions.com/SU/y0gzCJ6sSplus9byK0L49dVplusQ== |
| 3260 | Fees And Charges - https://simbli.eboardsolutions.com/SU/Mr7mOJYGplusRzB7O3OQI7wEQ== |
| 3550 | Food Service/Child Nutrition Program - https://simbli.eboardsolutions.com/SU/8PD4MufjPOdleCs1QuQQ3Q== |
| 3550 | Food Service/Child Nutrition Program - https://simbli.eboardsolutions.com/SU/KVOgHhXokXVv3QqM5NwYslshQ== |

3551 Food Service Operations/Cafeteria Fund -
<https://simbli.eboardsolutions.com/SU/feOBwF29EWP3R67R3tA3wg==>

3551 Food Service Operations/Cafeteria Fund -
<https://simbli.eboardsolutions.com/SU/1c07dPkdG8pslshipcj0cwWpg==>

3554 Other Food Sales -
<https://simbli.eboardsolutions.com/SU/p8lLr1YDKXtrPTUqSB46A==>

3554 Other Food Sales -
<https://simbli.eboardsolutions.com/SU/w3DRSfBdOgy2i04kID9jjA==>

3555 Nutrition Program Compliance -
<https://simbli.eboardsolutions.com/SU/yLThUk8C6gblX0ZmqG7TPg==>

5030 Student Wellness -
<https://simbli.eboardsolutions.com/SU/aWkPBgslshQGAKepvUCWXMslsh2Q==>

5117 Interdistrict Attendance -
<https://simbli.eboardsolutions.com/SU/404ggTkfcRWALKOslshslshkwxgtg==>

5117 Interdistrict Attendance -
<https://simbli.eboardsolutions.com/SU/3qJXyPPeZYc0NslshwplusOMDEIA==>

5125 Student Records -
<https://simbli.eboardsolutions.com/SU/tWHWUiPwslshr1YYPUpplusvwMslshmq==>

5125 Student Records -
<https://simbli.eboardsolutions.com/SU/Arf4IGHplusjQnGslsh3Sd1slshP0Hw==>

5141.6 School Health Services -
<https://simbli.eboardsolutions.com/SU/PHI14K6HGZLv1uutyHg3Cg==>

5141.6 School Health Services -
<https://simbli.eboardsolutions.com/SU/IDF5UhA2UC1W84k0ddjldg==>

5145.3 Nondiscrimination/Harassment -
<https://simbli.eboardsolutions.com/SU/Xtm3uqHMol1KAP4CIBOS3g==>

5145.3 Nondiscrimination/Harassment -
<https://simbli.eboardsolutions.com/SU/Rx7eYWCQJQxyhVGfnTMQBQ==>

5145.6 Parental Notifications -
<https://simbli.eboardsolutions.com/SU/aumLfEWWhRQTqmF8OKcrwjQ==>

5145.6-E PDF(1) Parental Notifications -
<https://simbli.eboardsolutions.com/SU/5KtCGKwRqTKUDplusFgDOn0OQ==>

5148 Child Care And Development -
<https://simbli.eboardsolutions.com/SU/6OHKRr8DxSxpoGUQD9PpvQ==>

5148 Child Care And Development -
<https://simbli.eboardsolutions.com/SU/PpTmuBb0jx1Tkuh4GaGhow==>

6162.51 State Academic Achievement Tests -
<https://simbli.eboardsolutions.com/SU/NUVRB6a69j7omFVQPA0iVw==>

6162.51 State Academic Achievement Tests -
<https://simbli.eboardsolutions.com/SU/DvplusGs1o9QPJTzyqtV9Jopw==>

6171 Title I Programs -
<https://simbli.eboardsolutions.com/SU/liaX8LnXncN1nKr3DhUU6g==>

6171 Title I Programs -
<https://simbli.eboardsolutions.com/SU/d7SrtlxVZ7PCzy6JiGpYrw==>

6173 Education For Homeless Children -
<https://simbli.eboardsolutions.com/SU/txeOyoBAokde03EL8jzLslshQ==>

6173 Education For Homeless Children -
<https://simbli.eboardsolutions.com/SU/RuKkaP9U0ZIZTrvBvW6Wjw==>

6173.1 Education For Foster Youth -
<https://simbli.eboardsolutions.com/SU/j10m5VbLmj8pqMRz0d6dkQ==>

- 6173.1 Education For Foster Youth -
<https://simbli.eboardsolutions.com/SU/suCMRgbiqOO4rvJsmX2tqw==>
- 6175 Migrant Education Program -
<https://simbli.eboardsolutions.com/SU/PJhslshJvWeC0arnpiW695XRg==>
- 6175 Migrant Education Program -
<https://simbli.eboardsolutions.com/SU/2bkhyJMJKihJpBiZplusFKMig==>
- 6176 Weekend/Saturday Classes -
<https://simbli.eboardsolutions.com/SU/e9rJeJXTZw5XHpopPeKbZg==>
- 6177 Summer Learning Programs -
<https://simbli.eboardsolutions.com/SU/eLtExCuC038gdDjDQNpyTw==>