



THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF
NEW YORK / ALBANY, NY 12234

Office of P-20 Education Policy
Child Nutrition Program Administration
89 Washington Avenue, Room 375 EBA, Albany, NY 12234
(518) 473-8781 Fax (518) 473-0018
www.nysed.gov/cn/cnms.htm

Laurens Central School District
Letter to Parents for School Meal Programs
Special Provision Options (Provision 2 Non-Base
Year & Community Eligibility Provision)

Dear Parent or Guardian:

We are pleased to inform you that the Laurens Central School District has implemented a meal certification option to our school participating in the National School Lunch and School Breakfast Program called the **Community Eligibility Provision (CEP)**.

What does this mean for your child(ren) attending the school(s) identified above?

All students enrolled at Laurens CSD are eligible to receive a healthy breakfast and lunch at school at **no charge** to your household each day of the 2024 - 2025 school year. Please complete the Household Income Eligibility Form that is included with this letter.

What is the Household Income Eligibility Form?

The form collects basic information about your learner so our school can determine if they would otherwise be eligible for free or reduced-price breakfast/lunch. It is important for EVERY family to fill out this form because doing so helps bring much-needed additional money and services directly to our school! This form must be submitted each year. Forms can be completed and returned to school with your student to the attention: Beth West, Cafeteria Manager, bwest@laurens.org.

If all meals are free, why do we have to complete this form?

School districts receive funding from the state and federal governments. For each learner who would otherwise qualify for free or reduced-price breakfast/lunch, schools receive additional dollars in funding. Even a small increase in completed Household Income Eligibility forms collected results in significantly more money to support our learners and schools.

What if my child doesn't want to eat school breakfast/lunch? Why should I fill out the form?

Even if your child chooses to bring their own breakfast/lunch or snack or if they eat lunch at home, filling out the form is very important! It ensures that our school gets all of the funding and benefits available. Also, even if your child does not eat school breakfast/lunch, learners who would otherwise qualify for free breakfast/lunch can receive benefits, including reduced fees for SAT and ACT tests, reduced college applications fees, discounts on Chromebook Warranty, and discounts on monthly internet services and computer purchases.

How does filling out the Household Income Eligibility Form help our school?

Schools qualify to receive more money per learner from the state and federal government and receive more money in their budgets to support learners.

What if I still have questions?

We are happy to hear from you if you still have questions. Please contact Cafeteria Manager, Beth West at 607-432-2050 or email bwest@laurens.org. We thank you for your continued support!

Sincerely,

Beth West
Cafeteria Manager

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:

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

This institution is an equal opportunity provider