

**WEST LINN-WILSONVILLE SCHOOL DISTRICT
SCHOOL BOARD POLICY**

Current File Code: EFAA
Date Policy Adopted: 6-3-96
Date Policy Revised: 2-04-08

CHILD NUTRITION PROGRAMS

The district participates in the National School Lunch, School Breakfast, Summer Food Service and Commodity Food Distribution Programs Lunch shall be an offer versus serve program. Breakfast shall be an offer versus serve program.

In complying with state and federal laws and regulations, guidance and instruction relating to such services, the district will:

1. Complete a permanent program agreement with the Oregon Department of Education (ODE).
2. Submit program update information in writing and/or by e-mail on an annual basis;
3. Designate an employee to determine who is eligible for the programs;
4. Use the federal income guidelines to determine eligibility;
5. Distribute to each student's parents the sample program letters and confidential application forms as provided by the ODE or develop its own materials. If the district develops its own materials, the parent or guardian letter and confidential application form for free and reduced-price meals and free milk will be submitted for ODE approval before printing and distribution;
6. Establish a fair hearing process under which a household can appeal a decision made by the district;
7. Take all actions that are necessary to insure compliance with non-discrimination practices for students participating in the program;
8. Ensure that there be no overt-identification of students participating in the program;
9. Develop a collection procedure and accountability system.

The superintendent, *or designee*, shall serve as the school food authority.

END OF POLICY

Legal References:

OAR 581-51-100 to -400.

7 CFR Parts 210, 215, 220, 226, 245

"Eligibility Guidance for School Nutrition Programs," Oregon Department of Education

Oregon Department of Education-Child Nutrition Programs State Agency-Sponsor Agreement