

The Board of Education recognizes that the nutrition of School District students is an important factor in their educational progress. The Board of Education therefore shall participate in federally funded school food and milk programs as feasible, and shall provide free or reduced price food and milk services to qualified School District students. All financial records of these programs will be kept in a separate account. The Board of Education authorizes the school lunch manager to make applications as desired for government food commodities and subsidies and as to receive such food on behalf of the School District.

The Superintendent of Schools will establish regulations that conform with requirements for participation in programs for free and reduced price meals and supplementary food.

Availability, Application & Notification:

Notice of the availability of the free and reduced price meal programs will be provided to parents/ guardians of students in the School District, local media, the local unemployment office and large employers experiencing layoffs in the area from which the School District draws its attendance. Any child who is a member of a family unit whose income is below the federally established scale shall be eligible to receive such services.

To apply for the free or reduced meal program:

- a. Application forms will be available on the School District's website and can be completed and submitted at any time during the year. Information will be provided to parents/guardians of all students prior to the start of each school year and upon enrollment in the District. Such information will include a plain summary explanation of the electronic meal application process and instructions for how parents or guardians may request a paper application at no cost.
- b. Completed forms must be submitted to the Child Nutrition Office of the school which the student attends prior to any determination of eligibility.
- c. The parent or guardian will be informed of the determination by the Child Nutrition Office within one (1) week of receiving a properly completed application.
- d. If a school or school district becomes aware that a student who has not submitted a meal application is eligible for free or reduced-fee meals, the school or school district shall complete and file an application for the student pursuant to determining eligibility for free and reduced price meals and free milk in schools.
- e. The School District's homeless liaison(s) shall coordinate with the nutrition department to make sure that homeless, foster, and migrant students receive free school meals, in accordance with federal law.

EAST QUOGUE UNION FREE SCHOOL DISTRICT  
FREE AND REDUCED PRICE FOOD SERVICES

**POLICY 8520**

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Ref: National School Lunch Act of 1946, as amended, (42 U.S.C. §§1751-1760)  
Child Nutrition Act of 1966, as amended, (42 USC §§1771 et seq.) 7  
CFR Part 245 et seq.  
Social Services Law §95(7)

Adopted: October 16, 2018