

**ACPS SCHOOL NUTRITION SERVICES**

Alexandria City Public Schools (ACPS) promotes high-quality school meals and snacks, recognizing that students need adequate, nourishing food in order to learn, grow, and maintain good health. It strives to provide an environment conducive to good health by supporting nutrition education and physical education. To reinforce the school division’s nutrition education program, foods sold during regular school hours (on school premises) will follow the Healthy, Hunger-Free Kids Act of 2010.

Additionally, snacks and fundraisers during regular school hours and on school premises will follow the USDA’s Smart Snacks in School standards, unless qualifying for a “competitive foods” exemption as described in Regulation EFB-R/JHCH-R.

**I. FREE AND REDUCED PRICE FOOD SERVICES**

ACPS provides free and reduced price breakfasts and lunches to students according to the terms of the National School Lunch Program, the National School Breakfast Program, and any other special meal/snack programs identified to meet the needs of our students. School officials determine student eligibility based on guidelines established by federal law. Eligible students are provided nutritionally acceptable meals and milk at a free and/or reduced cost if state and federal resources for school food programs are available. The Superintendent or designee establishes procedures as needed to implement this policy. These procedures include posting prominently on the ACPS website a web-based application and the option of a paper-based application.

The criteria for determining a student’s eligibility and the procedures for securing free and reduced price meals and milk is publicly announced at the beginning of each school year and made available to parents/guardians of all children in attendance at ACPS through a variety of media platforms.

Each elementary and secondary school processes each web-based and paper-based application for participation in the School Breakfast Program or the National School Lunch Program within six working days after the date of receipt of the completed application.

ACPS eliminates any stigma attached to, and prevents public identification of, students who are eligible for free and reduced priced meals. Students who participate in free and reduced cost meal programs are not overtly identified, distinguished, or served differently than other students.

If any school in the division has a student population that qualifies for free and reduced-price meals at a minimum percentage of 50 percent in the prior school year and simultaneously offers educational or enrichment activities, the School Board applies to the Virginia Department of Education for such school to participate in the Afterschool Meal Program administered by the U.S. Department of Agriculture Food and Nutrition (FNS) Child and Adult Care Food Program (CACFP) to subsequently and simultaneously serve federally reimbursable meals, snacks or both, and offer an afterschool education or

47 enrichment program pursuant to FNS guidelines and state health and safety standards.  
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49 **II. ETHNIC AND RACIAL DATA COLLECTION FOR SFSP AND CACFP MEAL**  
50 **PROGRAMS**

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52 In accordance with U.S. Department of Agriculture Food and Nutrition Service (USDA-  
53 FNS) regulations, when possible, ethnic and racial data should be collected about students  
54 and other individuals participating in the Child and Adult Care Food Program and Summer  
55 Food Service Programs. Parents or guardians should be made aware that this information  
56 is to ensure compliance with USDA nondiscrimination requirements. Participant names are  
57 not required, however if the participants are ACPS students then the names may be used to  
58 assist with collection of the data.  
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60 Aggregate data may be used when individual data cannot be collected. Aggregate data must  
61 be specific to the program’s locality. Examples of acceptable aggregate data sources  
62 include local school databases, U.S. Census Quick facts, and the National Center for  
63 Education Statistics Common Core of Data.  
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65 **III. UNPAID MEAL CHARGES**  
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67 Students who do not have money on account or in hand to cover the cost of a meal at the  
68 time of service are permitted to charge a full meal in accordance with the procedures  
69 discussed in Regulation EFB-R/JHCH-R. Students who cannot pay for a meal at school or  
70 who owe a school meal debt are not required or directed to throw away or discard a meal  
71 after it has been served to them. Students who cannot pay for a meal are never required to  
72 do chores or other work to pay for such meals and are not publicly identified, including by  
73 the wearing of a wristband or hand stamp.  
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75 School Nutrition Services (SNS) notifies principals of any unpaid meal charges. SNS also  
76 notifies the student’s parent/guardian in their preferred language regarding negative  
77 account balances according to the procedures in Regulation EFB-R/JHCH-R.  
78 Parents/guardians are expected to pay all meal charges in full by the last day of the school  
79 year.  
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81 ACPS may solicit and receive any donation or other funds for the purpose of eliminating  
82 or offsetting any school meal debt at any time and will use any such funds solely for such  
83 purpose.  
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85 ACPS does not deny any student the opportunity to participate in any extracurricular  
86 activity because the student cannot pay for a meal at school or owes a school meal debt.  
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88 The Superintendent or designee ensures that federal child nutrition funds are not used to  
89 offset the cost of unpaid meals and that the child nutrition program is reimbursed for debt  
90 for unpaid meals.  
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93 **IV. DONATED FOODS**

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The Superintendent, or their designee, will supervise the receiving, storage, and distribution of all donated foods allocated by the United States Department of Agriculture for the school lunch program in such a manner as will ensure compliance with the terms and conditions of the agreement.

- 100 Adopted: October 24, 1996
- 101 Amended: September 8, 2005
- 102 Amended: October 8, 2009
- 103 Amended: March 10, 2016
- 104 Amended: June 22, 2017
- 105 Amended: December 16, 2021
- 106 Amended: January 5, 2023
- 107 Amended: November 2, 2023

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109 Legal Refs: 42 U.S.C. §§ 1758, 1772, 1773.

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111 7 C.F.R. §§ 210.9, 210.11, 220.20, 245.5, 245.8.

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113 Code of Virginia, 1950, as amended, §§ 22.1-78, 22.1-79.7, 22.1-207.2:1,  
114 22.1-207.2:2, 22.1-207.3, 22.1-207:3.1, 22.1-207.4, 22.1-207:4.1, 63.2-1509.

115

116 8 VAC 20-740-10.

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117 8 VAC 20-740-30.

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118 8 VAC 20-740-35.

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119 8 VAC 20-740-40.

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121 U.S. Department of Agriculture, SP 23-2017 *Unpaid Meal Charges: Guidance*  
122 *and Q&A*, March 23, 2017.

123

124 U.S. Department of Agriculture, SP 47-2016, *Unpaid Meal Charges:*  
125 *Clarification on Collection of Delinquent Meal Payments*, July 8, 2016.

126

127	Cross Refs.:	EF	Food Service Management
128		EFB-R/JHCH-R	School Meals and Snacks
129		EFE	Food Service Records and Reports
130		GAE	Child Abuse and Neglect Reporting
131		IGAE/IGAF	Health Education/Physical Education
132		JHCF	Student Wellness
133		JHCF-R	Student Wellness Guidelines
134		JHCF-R2	Food Allergy Guidelines
135		JL	Fundraising and Solicitation
136		KG	Public Sales on School Property
137		KH	Public Donations to the Schools
138		KH-R	Regulations for Public Donations to the Schools
139		KJ	Advertising in the Schools

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Commercial, Promotional, and Corporate Sponsorships and Partnerships