



**Tigard – Tualatin School District 23J**  
**Larry Hibbard Administration Center**

6960 SW Sandburg Street  
Tigard, Oregon 97223  
503-431-4000 • fax 503-431-4047  
[www.ttsd.k12.or.us](http://www.ttsd.k12.or.us)

## Community Eligibility Provision

Dear Parent or Guardian:

We are pleased to inform you that Deer Creek Elementary will implement a new option available to schools participating in the National School Lunch and School Breakfast Programs called the Community Eligibility Provision (CEP) for School Year 2023-2024.

**What does this mean for you and your children?** Great news for you and your children!

All enrolled students of Deer Creek Elementary are eligible to receive a healthy breakfast and lunch at school at **no charge** to your household each day of the 2023-2024 school year. No further action is required of you. Your children will be able to participate in these meal programs without having to pay for meals or submit an application.

If your children attend schools that are not participating in CEP, your household may still need to fill out a confidential meal application or pay for meals.

- **Reminder to turn off autopay on your student's LINQ Connect account if you are currently using it.**
- You are welcome to **keep all funds in your student's account** for when they go to middle and high school. Funds stay with your student throughout their time at TTSD.
- You can also **transfer** the funds to a sibling in your student's account.
- **Donations** can be made by sending an email to [TTSDfoodservice@ttsd.k12.or.us](mailto:TTSDfoodservice@ttsd.k12.or.us) with your student's information and requesting the money be donated.
- To **request a refund**, please find the form through the TTSD nutrition services webpage.

If we can be of any further assistance, please contact us at [ttsdfoodservice@ttsd.k12.or.us](mailto:ttsdfoodservice@ttsd.k12.or.us)

Sincerely,

TTSD Nutrition Team  
503-431-4060  
[TTSDfoodservice@ttsd.k12.or.us](mailto:TTSDfoodservice@ttsd.k12.or.us)

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/ad-3027.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](mailto:Program.Intake@usda.gov)

This institution is an equal opportunity provider.