

# Salinas City Elementary School District

Business

Regulation #3553

## FREE AND REDUCED-PRICE MEALS

The district's plan for students receiving free or reduced price meals shall ensure the following: (Education Code 49557)

1. The names of the students shall not be published, posted, or announced in any manner, or used for any purpose other than the National School Lunch and School Breakfast Programs, unless otherwise provided by law.
2. There shall be no overt identification of any of the students by the use of special tokens or tickets or by any other means.
3. The students shall not be required to work for their meals or for milk.
4. The students shall not be required to use a separate dining area, go through a separate entrance, or consume their meals or milk at a different time.

When more than one lunch, breakfast, or type of milk is offered, the students shall have the same choice of meals or milk as is available to those students who pay the full price. (Education Code 49557; 7 CFR 245.8)

### Applications

An application form for free or reduced price meals shall be distributed to all parents/guardians at the beginning of each school year, together with information about eligibility standards, application procedures, and appeal procedures. This form and information shall also be provided whenever a new student is enrolled. (Education Code 49520, 48980; 7 CFR 245.5)

Applications for free or reduced price meal programs shall be available to students at all times during the regular school day and shall contain the following statements: (Education Code 49557; 7 CFR 245.5)

1. Applications for free or reduced price meals may be submitted at any time during a school day.
2. Students participating in the National School Lunch and School Breakfast Programs will not be overtly identified by the use of special tokens, special tickets, special serving lines, separate entrances, separate dining areas, or by any other means.

### Confidentiality/Release of Records

The Governing Board designates the following district employee to use individual records pertaining to student participation in the free or reduced price meal program for the purpose of disaggregation of academic achievement data or for the identification of students in any program improvement school eligible for school choice and supplemental educational services pursuant to 20 USC 6316:

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## Confidentiality/Release of Records

Since the requested data will be delivered from individual student F/RP eligibility status records, school nutrition program personnel are permitted to provide individual pupil F/RP meal eligibility status to authorized LEA personnel. These data are then submitted to the CDE through the California School Information Services (CSIS) project. However, a Board policy (or pending Board recommendation) outlining the procedures and identifying the school officials or positions included in this process must precede any disclosure of F/RP information. The release of individual pupil meal eligibility status requires adoption of a district policy, and compliance with privacy protections listed in Education Code Section 49558 and Salinas City Elementary School District Board Policy / Administrative Regulation 5125.

Persons who may release this information are:

Director of Food Service and/or the Supervisor of Food Service, and/or designee

Persons who may receive this information are:

Director of Pupil Personnel Service,  
Supervisor of Student Information Services or their designee  
and/or any person designated by the Superintendent.

1. All other confidentiality provisions required by law shall be met.
2. Information collected regarding individual students certified to participate in the free or reduced price meal program shall be destroyed when no longer needed for its intended purpose.