School Meals Policy

Policy (Purpose)

Saint Agnes School participates in the Minnesota Free School Meals program. This policy is to ensure that school employees, families and students have an understanding of the expectations regarding unpaid meal charges.

Meal Service

Saint Agnes School participates in the Minnesota Free School Meals Program, and therefore all enrolled students (K-12) can be offered one breakfast and one lunch at no charge while at school regardless of an outstanding meal balance. Once a meal has been served, it will not be taken away, regardless of the student's meal account status. All reimbursable meals offered meet state and federal guidelines. We do not provide alternate meals unless related to a dietary need.

Point of Service

For Saint Agnes School to receive State and Federal reimbursement for meals served, each student must be identified at the point of service.

When students go through the cafeteria line they enter a PIN number - no money is exchanged. These student-specific numbers are accessible when you login to Educate by TADS. They will also be made available to students on the first day of school for those who might forget, and for our younger students. For those returning to Saint Agnes the 5-digit numbers remain the same year to year. To obtain milk with lunch from home, students need to legibly write their name (First & Last) and pin number on the tablet provided on the milk table.

All students will be treated respectfully.

Nonprogram Food Sales

Nonprogram Food Sales are any food or beverage sold beyond the reimbursable meal. (Extra entrees or milk.)

Saint Agnes School does provide an opportunity for students to purchase food, beverage or second meals in addition to the reimbursable meal(s). These purchases are not part of the Free School Meals Program and are the responsibility of the parents/guardians.

Unpaid Meal Charges

Saint Agnes School will continue to utilize its local process for addressing delinquent meal accounts. This process includes weekly notification. At various points during the academic year, delinquent meal accounts will be added to a family's TADS account. If needed, Saint Agnes School reserves the right to use a collections agency to collect unpaid account balances.

School Nutrition Funds cannot be used to repay previous years' debts.

The Minnesota Free School Meals Program pertains only to reimbursable meals.

Communication Policy

This policy and any pertinent supporting information will be provided in writing (i.e., mail, email, back-to-school packet, student handbook, etc.) to:

- All households before the start of each school year;
- Students and families who transfer into the school district, at the time of enrollment
- All school district personnel who are responsible for enforcing this policy.

Saint Agnes School will post this policy on the school district's website, in addition to providing the required written notification described above.

Saint Agnes School will ensure that any third-party provider with whom the school district enters into either an original or modified contract after July 1, 2021, adheres to the school district's school meals policy.

STATEMENT OF NON-DISCRIMINATION

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, religious creed, disability, age, political beliefs, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at:

http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter 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;

(2) Fax: (202) 690-7442; or

(3) Email: program.intake@usda.gov

This institution is an equal opportunity provider.