

Operational Services

Free and Reduced-Price Food Services

Notice

The Superintendent of the District in which a Cooperative Program is housed shall be responsible for implementing the Cooperative's free and reduced-price food services policy.

Eligibility Criteria and Selection of Children

A student's eligibility for free and reduced-price food services shall be determined by the income eligibility guidelines, family-size income standards, set annually by the U.S. Department of Agriculture and distributed by the Illinois State Board of Education.

Notification

At the beginning of each school year, by letter, the Cooperative Programs shall notify students and their parent(s)/guardian(s) of: (1) eligibility requirements for free and reduced-price food service, (2) its application process, and (3) other information required by federal law. The Superintendent of the District in which a Cooperative Program is housed shall provide the same information to informational media, the local unemployment office, and any major area employers contemplating layoffs. Parent(s)/guardian(s) enrolling a child in a Cooperative Program for the first time, any time during the school year, shall receive the eligibility information.

Non-discrimination Assurance

The Cooperative shall avoid publicly identifying students receiving free or reduced-price meals and shall use methods for collecting meal payments which prevent identification of children receiving assistance.

Appeal From a Decision

A family may appeal the Cooperative's decision to deny an application for free and reduced-price food services or to terminate such services as outlined by the U.S. Department of Agriculture in 7 C.F.R. § 245.7, Determining Eligibility For Free and Reduced-Price Meals and Free Milk In Schools.

During an appeal, students previously receiving food service benefits shall not have their benefits terminated. Students who were denied benefits shall not receive benefits during the appeal.

The Cooperative Program shall maintain accurate and complete records showing the data and method used to determine the number of eligible students served free and reduced-price food services. These records shall be maintained for 3 years.

ADOPTED: March 21, 2000