

## **2023-2024 Learn DC Meal Charge Policy Public Notification Application for Free and**

### **Reduced Price Meals**

Our school participates in the National School Lunch Program (NSLP), School Breakfast Program (SBP), and After School Snack Program (ASSP) and offers free or reduced priced meals to families who qualify. All families are encouraged to submit a meal application by the first week of school – one application per household is needed. Families can at any time submit a new application if there is a change in the household income or family household number. Applications can be accessed in the front office.

This notification, in order to be compliant with federal and local regulations, is required by the United States Department of Agriculture (USDA) to notify the community (public) about the availability of LEARN D.C. Public Charter's meal program.

### **Meal Charge Policy**

Families are strongly encouraged to pre-pay for meals on a regular and consistent basis, unless they qualify for free meals.

Families who do not qualify for free meals are expected to provide funds on a timely basis for their child to participate in the meal program. As a nonprofit organization we are dependent upon all funding to support our healthy meal program.

Parents will be notified via email of low balances or an exceeded charge limit, and will be expected to immediately submit a payment so that their child may continue to eat in the cafeteria. At any time, parents may also submit an application for free and reduced meals if the household is experiencing hardship.

### **Student Pricing**

- Students who do not qualify for free or reduced-price meals must pay \$4.13 for PreK lunch and \$4.40 for Grades K-3 lunch. Breakfast is provided free of charge every school day.
- Students who qualify for free or reduced-price meals will be offered free breakfast and lunch every school day.

### **Payment Options**

- Students or Parents may pay for meals at MyMealtime.com, or with cash. Instructions on how to access the online payment system can be found [here](#).

### **Payment Policies**

- Students will not be denied meals for any reason, regardless of their meal debt.
- Students will be served reimbursable meals, not an alternative meal, regardless of their meal debt.
- No student will be overtly identified as receiving free or reduced-price meal benefits or as having delinquent debt.
- No action will be taken against the student in order to collect unpaid meal debt.

### **Dietary Needs**

- Any students with food allergies must complete the dietary needs form accompanied by a physician's note, each school year. This form can be obtained through the main office.

## Notification of the Meal Charge Policy

The meal charge policy will be provided in writing to all families at the start of each school year and to families transferring to the school midyear. The meal charge policy will also be provided to all school or district-level staff responsible for policy enforcement.

## USDA Nondiscrimination Statement

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/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.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.

## District of Columbia Human Rights Act

Also, the District of Columbia Human Rights Act, approved December 13, 1977 (DC law 2-38; DC official code §2-1402.11(2006), as amended) states the following: It shall be an unlawful discriminatory practice to do any of the following acts, wholly or partially for a discriminatory reason based upon the actual or perceived: race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, gender identity or expression, family responsibilities, genetic information, disability, matriculation, or political affiliation of any individual. To file a complaint alleging discrimination on one of these bases, please contact the District of Columbia's Office of Human Rights at (202) 727-4559 or [ohr@dc.gov](mailto:ohr@dc.gov).