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## MASC Version

### FREE AND REDUCED PRICE FOOD SERVICES

The school system will take part in the National School Lunch Program and other food programs that may become available to assure that all children in the schools receive proper nourishment.

In accordance with guidelines for participation in these programs, and in accordance with the wishes of the Committee, no child who a teacher believes is improperly nourished will be denied a free lunch or other food simply because proper application has not been received from his parents or guardians.

As required by state and federal regulations, the School Committee will approve a policy statement pertaining to eligibility for free milk, free meals, and reduced price meals.

SOURCE: MASC

LEGAL REFS.: National School Lunch Act, as amended (42 USC 1751-1760)

Child Nutrition Act of 1966

P.L. 89-642, 80 Stat. 885, as amended

M.G.L. [15:1G](#); [15:1L](#); [69:1C](#); [71:72](#)

**Note: The complete policy statement adopted by the Committee and reviewed by the Massachusetts Dept. of Elementary and Secondary Education is on file in the Superintendent's office.**



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# Version 1

## **POLICY ON FREE/REDUCED PRICE LUNCH PROGRAM**

The school system shall take part in the National School Lunch Program to assure that all children in the district have an opportunity to receive a balanced meal. The School Committee votes to adopt the policy which includes the following:

1. Agree to abide and delineate the State-established criteria for determining eligibility.
2. Program eligibility will be determined in accordance with the annual agreement filed with the Massachusetts Department of Elementary and Secondary Education.
3. Provide applications for free or reduced price meals to parents, interested community groups, and agencies.
4. Automatically enroll students whose name is listed on the Direct Certification list issued by the Massachusetts Department of Elementary and Secondary Education.
5. Establish a route of appeal for parents or others when an application has been denied.
6. Specify procedures for conducting appeal hearings in accordance with the manner set forth by state regulations. The Administrator for Business and Finance will serve as the Hearing Official and will review all circumstances for requests of free or reduced price meals that may fall outside the federal guidelines.
7. Use one of the meal count collection methods recommended by the Massachusetts Department of Elementary and Secondary Education, in order to protect the anonymity of the students receiving a free or reduced price meal.
8. Agree to protect the names of students who are receiving, or who have applied for, free or reduced price meals.
9. Agree to publicly announce the availability of, and general eligibility requirements for, the free/reduced price lunch program early in each school year, along with the procedure for making application.
10. Agree to submit to the Office for Nutrition, Health and Safety of the Massachusetts Department of Elementary and Secondary Education all reports and exhibits specified in state regulations.

Adopted at School Committee Meeting of December XX, 2015



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### **POLICY ON FREE/REDUCED PRICE LUNCH PROGRAM**

Each year, the Bureau of Nutrition of the State Department of Education publishes the policies to be used with respect to determining eligibility of children for free or reduced price lunches. The School Committee must vote to adopt the policy which includes the following:

1. The Lincoln Public Schools will offer free or reduced price lunches to students from families whose gross annual income meets the Income Eligibility Criteria determined by the Bureau of Food Nutrition.
2. There will be no physical segregation of, or any discrimination against any child because of his/her inability to pay the full price of lunch, and the names of students participating in the program will be confidential.
3. A Fair Procedure as recommended by the Bureau of Food Nutrition will be used in cases of appeals by parents of the School's decision on application.
4. The Business Manager is the determining official who will review all applications and make eligibility determinations. The Superintendent is the designated hearing official.
5. All parents of children in the system will be informed of the eligibility criteria and application procedure and all applications received will be maintained for three years. The verification compliance requirements as outlined by the Bureau will be met.
6. In collecting payments from free and reduced price meal recipients, care will be taken to maintain confidentiality. Proper records of accounts will be maintained.
7. Any changes in the program will be submitted to the Bureau of Food Nutrition prior to implementation.
8. Public announcements of the program, and eligibility criterion will be sent to local newspapers and local government welfare agencies.
9. No disciplinary action will be applied to any child which results in the denial of the child's right to participate in the program.

Adopted at School Committee Meeting of September 28, 1981

Approved at School Committee Meeting of September 12, 1983

Revised at School Committee Meeting of January 21, 1985