

February 19, 2024

Re: Community Eligibility Provision (CEP)

Dear Newburgh Families:

We are pleased to inform you that the Newburgh Enlarged City School District continues to participate in a powerful program available to schools participating in the National School Lunch and School Breakfast Programs. This program is the Community Eligibility Provision (CEP) for the school year 2023-2024.

What does this mean for families of Newburgh and children attending a Newburgh Enlarged City School District site? This is excellent news for students and families. Every student enrolled at a Newburgh Enlarged City School District site is eligible to receive a healthy and nutritious breakfast and lunch **at no charge**, each operational day of the 2023-2024 school year.

No further action is required of you, **except to encourage your child to participate and eat the healthy meals available to them!** Encourage them to start their day off strong by eating their Breakfast in the Classroom, or taking a “Grab and Go” breakfast when they arrive. Our dedicated staff works hard to prepare and serve nutritious lunch meals for our scholars. Your child(ren) are able to participate in these meal programs without having to pay a fee or submit a meal application.

For more information on the Newburgh Enlarged City School District’s Food Service Programs, please visit our website at <https://www.newburghschools.org/page.php?page=25>

Sincerely,

Donna M. Jackson

Donna M. Jackson, M.Ed.
Director, School Food Services

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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: [USDA Discrimination Complaint Form](https://www.usda.gov/programs/discrimination-complaint-form), 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: **mail:** U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; or **fax:** (833) 256-1665 or (202) 690-7442; or **email:** program.intake@usda.gov. This institution is an equal opportunity provider.