



Pocono Mountain School District

Dear Parents or Guardian:

We are pleased to inform you that Pocono Mountain School District will be participating in the Community Eligibility Provision (CEP). This program provides the opportunity for all students to experience the education and health benefits linked to participating in school meals.

All students attending Pocono Mountain School District are eligible to receive a nutritional breakfast and lunch every day at school at **no charge** to your household. No further action is required of you. Your child(ren) will be able to participate in this meal program without the need to submit a free/reduced meals application.

The District will still be offering **a la carte** items and students will be **required to pay** for those purchases. You can log on to **Schoolcafe.com** to deposit funds into you child's account or use an envelope to deposit a check, cash or money order. Please be sure to include your child(ren) student's name and i.d. number on the envelope.

All previous debts will remain with the student until paid in full. Please log on to **Schoolcafe.com** to view child(ren)'s outstanding balance or call the Meals Administrator at (570) 839-7121 extension 10164.

Sincerely,

Meals Administrator

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

This institution is an equal opportunity provider.

ATTENTION: If you speak Spanish, language assistance services, free of charge, are available to you. Contact your child's school.

ATENCIÓN: Si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Comuníquese con la escuela de su niño.