

**Randolph County Board of Education
Child Nutrition Department
School Year 2023-24**

Dear Parent or Guardian:

We are pleased to inform you that Randolph County will be implementing the Community Eligibility Provision (CEP) for School Year 2023-24 at all schools participating in the National School Lunch and School Breakfast Programs.

What does this mean for you and your children attending the school(s) identified below?

Alternative Learning Center/ Youth Reporting Center

Beverly Elementary

Coalton Elementary

Elkins High School

Elkins Middle School

Elkins Third Ward Elementary

George Ward Elementary

Harman School

Jennings Randolph Elementary

Midland Elementary

North Elementary

Pickens School

Tygarts Valley Middle/High School

Great news for you and your child! Your child is eligible to receive a healthy breakfast and lunch at school at no charge to your household each day of the 2023-24 school year. Your child will be able to participate in these meal programs without having to pay a fee or submit a meal application.

Your child is eligible for free meals at the school they are currently enrolled. Also, please note that this program does not take away any existing debt incurred over past school years, and it will be the parent/ guardian's responsibility to ensure that the debt be paid in full, or it could be sent to magistrate court.

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, audiotope, 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.

If you have any questions, contact us at 304-636-9150 ext 112 Andrea Corley or ext 126 LaDonna Rosencrance.

Sincerely,



LaDonna Rosencrance
Director of Child Nutrition and Pre-K
Randolph County Board of Education