



November 29, 2023

Dear Parent or Guardian:

We are pleased to inform you that South Umpqua School District will continue to implement an option available to schools participating in the National School Lunch and School Breakfast Programs called the Community Eligibility Provision (CEP) for School Year 2023-2024.

What does this mean for you and your children? Great news for you and your children!

All enrolled students of

- Canyonville School
- Coffenberry Middle School
- Myrtle Creek Elementary School
- South Umpqua High School
- Tri City Elementary School

are eligible to receive a healthy breakfast and lunch at school at **no charge** to your household each day of the 2023-2024 school year. No further action is required of you. Your children will be able to participate in these meal programs without having to pay for meals or submit an application.

Sincerely,

Shy Chapman

Director of Fiscal Services

Shy.chapman@susd.k12.or.us

541-863-3115 ext 56019

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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: <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

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