



## Community Eligibility Provision

Dear Parent or Guardian:

We are pleased to inform you that Arena Elementary School will be implementing a new option available to schools participating in the National School Lunch and School Breakfast Programs called the Community Eligibility Provision (CEP) for the 2023-2024 School Year.

Schools that participate in the CEP are able to provide healthy breakfasts **and** lunches each day at no charge for **all** students enrolled in that CEP school during the 2023-2024 School Year.

Although there are no income eligibility guidelines to receive free meals we are still required to collect your household income information and ask you to complete the Alternative Income Form on page 2 as required by the CEP program.

If we can be of any further assistance, please contact us at 707-882-2131, ext. 202 or e-mail [bmaul@aesfamily.org](mailto:bmaul@aesfamily.org).

Sincerely,

Bernie Maul  
Administrative Assistant II

*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:*

**mail:**  
U. S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or

*This institution is an equal opportunity provider*

**fax:**  
(833) 256-1665 or (202) 690-7442; or  
**email:** [program.intake@usda.gov](mailto:program.intake@usda.gov)