**Community Eligibility Provision**

# *Virgil Browne Glencoe Charter School*

# 4491 LA Hwy 83

Franklin, LA 70538

Tel: 337-923-6900 FAX: 337-923-6942

Dear Parent or Guardian:

We are pleased to inform you that \_V. B. Glencoe Charter 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 School Year 2018-2019.

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

Great news for you and your students! All enrolled students of the school sites named above are eligible to receive a healthy breakfast and lunch at school at **no charge** to your household each day of the 2018-2019 school year. No further action is required of you. Your child(ren) will be able to participate in these meal programs without having to pay a fee or submit a meal application.

If we can be of any further assistance, please contact us at 337-923-6900.

Sincerely,

*Loren M. Decuir*

**Non-Discrimination Statement:** This explains what to do if you believe you have been treated unfairly.

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Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: <http://www.ascr.usda.gov/complaint_filing_cust.html>, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter 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;

(2) fax: (202) 690-7442; or

(3) email: program.intake@usda.gov.

This institution is an equal opportunity provider.