

Dear Parent or Guardian:

We are pleased to inform you that **City Charter High School** will be implementing a new provision known as the Community Eligibility Provision (CEP) in the 2023/2024 school year. This program is available to schools and districts that are participating in the National School Lunch and School Breakfast Programs.



201 Stanwix Street

Suite 100

Pittsburgh, PA 15222

(412) 690-2489

Fax: (412) 690-2316

www.cityhigh.org

All enrolled students of **City Charter High School** are eligible to receive a nutritional **breakfast and lunch** each school day at **no charge** to your household.

No further action is required of you. Your student will be able to participate in these meal programs without paying a fee or **submitting an application**. If we can be of any further assistance, please contact us at **(412) 690-2489**

Students have the opportunity to purchase a la carte items in the lunch line. They can pay cash or use **SchoolCafe** (<https://www.schoolcafe.com/>) to add money to their account using their student ID. Directions for accessing the system are attached. You can begin adding funds during the first week of school.

- **School Store:** City High has a school store where students may purchase items such as drinks, ice cream, etc. using their school ID.
- **Monthly Menus:** Menus are emailed to students weekly and posted on the website.

Sincerely,

Denise Provident
Cafeteria Manager
provident@cityhigh.org

The Richard B. Russell National School Lunch Act requires the information on this application. You do not have to give the information, but if you do not, we cannot approve your child for free or reduced price meals. We will use your information to determine if your child is eligible for free or reduced price meals, and for administration and enforcement of the lunch and breakfast programs.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

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.

High School at *Life-speed*

To file a program complaint of discrimination, complete the USDA Program Discrimination [Complaint Form](https://www.usda.gov/oascr/how-to-file-a-program-discrimination-complaint), (AD-3027) found online at, <https://www.usda.gov/oascr/how-to-file-a-program-discrimination-complaint> 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) E-mail: 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.