



FOOD SERVICE DEPARTMENT

July 1, 2022

Dear Parent or Guardian:

We are pleased to inform you that Princeton City School District will participate in the National School Lunch and School Breakfast Programs called **Community Eligibility Provision (CEP) for the 2022-2023** school year for the following schools:

**Heritage Hill Elementary
Lincoln Heights Elementary
Sharonville Elementary
Woodlawn Elementary**

All enrolled students listed in the schools above are eligible to receive a healthy **breakfast and lunch meal, at no charge**. Your child(ren) will be able to participate in these programs. Please remind your student(s) to take and enjoy the breakfast and lunch provided.

We are asking all households to complete the attached **Household Information Survey** to determine **eligibility for instructional fee waiver** and/or various additional state and federal program benefits that your child(ren)'s school may qualify for, other than the school meal programs. Please return **ONLY** one set of completed forms, per household, to your child(ren)'s school office. **If you have other children in other school locations, you MUST ALSO fill out a 2022/2023 Free and Reduced Price Schools Meals Family Application by visiting <https://www.payschoolscentral.com/>.**

Also enclosed, please find a flyer for Healthy Start & Healthy Families. Princeton City School District strongly encourages student health and wellness. This information may benefit your household with free health coverage provided by Hamilton County Job and Family Services, not Princeton City School District.

If you have any questions regarding Food Service, please contact us at Princeton's Food Service Department at (513) 864-1022 or (513) 864-1023.

Sincerely,
Jean Sparks
Jean Sparks
Director of Food Service

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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 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. Additionally, program information is available in English and other languages.

To file a complaint alleging discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027), found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, or 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: mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410; fax: (202) 690-7442; or email: program.intake@usda.gov.

This institution is an equal opportunity provider.