

## Henderson County Schools

### FOR IMMEDIATE RELEASE

Henderson County Schools today announced an amendment to its policy for serving meals to students under the [National School Lunch / School Breakfast Programs] for the 2016-2017 school year. All students will be served [lunch/breakfast] at no charge at the following sites:

AB Chandler Elementary  
Cairo Elementary  
Jefferson Elementary  
South Heights Elementary  
Central Academy

Bend Gate Elementary  
East Heights Elementary  
Niagara Elementary  
Thelma B Johnson Early Learning Center

For additional information please contact: *Henderson County Child Nutrition Department, Charlotte Baumgartner, Director of Child Nutrition*, [charlotte.baumgartner@henderson.kyschools.us](mailto:charlotte.baumgartner@henderson.kyschools.us)  
Or at 270-831-5014.

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.

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](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](mailto:program.intake@usda.gov).

This institution is an equal opportunity provider.

## Frequently Asked Community Eligibility Provision (CEP) Questions

### 1. What schools are eligible to participate in the CEP?

Any school participating in the National School Lunch Program (NSLP) and the School Breakfast Program (SBP) and meeting the eligibility criteria based on direct certification may participate. In order to receive 100% federal reimbursement, the direct certification % must be 62.5% or higher. Only students on direct certification qualify, students that qualify based on income are not included in the eligible criteria.

### 1. Does each individual school need to meet the 62.5% identified student percentage, or may the 62.5% threshold be based on an aggregate of schools in the District?

The 62.5 % threshold may be determined school-by-school or by a group of schools within the District. This does allow for some schools to be below the 62.5% threshold as long as the aggregate of the group of schools meets the threshold.

### 2. How is the identified student percentage determined for groups of schools electing CEP?

The identified student percentage for a group of schools is calculated by taking the sum of the identified students for the entire group of schools divided by the sum of the total student enrollment for the entire group of schools.

### 3. Who are the identified students?

The identified students are the number of students approved as eligible for free meals and are not subject to verification. This definition includes students directly certified through SNAP, TANF, and FDPIR participation as well as homeless students on the liaison list, Head Start, pre-K Even Start, migrant youth, runaways, and non-applicants approved by local officials identified through means other than an application. Foster children certified through means other than an application are also included as well as students certified for free meals based on a letter provided by the household from the SNAP agency. Students who are categorically eligible based on information, such as a case number, submitted through a free and reduced price application are NOT included.

### 4. Do I have to fill out a free and reduced lunch application?

Students attending a CEP school do not fill out a free and reduced lunch application. You will be required to complete a Household Income application. This means some households will fill out both applications if they have students attending a CEP school and a non-CEP school. If parents have students attending a CEP school and a non-CEP school then you must fill both applications.

### 5. Charges from extras, previous years or other schools?

The CEP program only covers the reimbursable school breakfast and lunch. If the student purchases extras or ice-cream you will be required to pay for these items. If you have breakfast or lunch charges from previous school years or other schools you will still owe these charges.

### 6. What if we transfer schools?

If your child is attending a CEP school and transfers to school that is not in the CEP program you will be required to fill out a free and reduced application immediately. Your student will be charged for meals at the non-CEP school until the application has been received and processed.

# CEP Site Eligibility

Site ID	Site Name	Nbr of Identified Students	Enrollment	ISP	Eligible?
1006	A B Chandler Elementary School	160	317	50.47%	X
1004	Bend Gate Elementary School	279	494	56.47%	X
1005	Cairo Elementary School	150	302	49.66%	X
1011	Central Academy	145	174	83.33%	X
1001	East Heights Elementary School	288	564	51.06%	X
1003	Jefferson Elementary School	280	372	75.26%	X
1000	Niagara Elementary School	134	318	42.13%	X
1010	South Heights Elementary School	474	573	82.72%	X
1014	Thelma B. Johnson Early Learning Center	270	372	72.58%	X
	Group Enrollment	2180	3486	<b>62.54%</b>	



## Attachment A

## State Agency Template

State agency: Kentucky - Division of School &amp; Community Nutrition

Instructions: Fill in the template below and submit via email to [cepnotification@fns.usda.gov](mailto:cepnotification@fns.usda.gov) to publish the list of schools receiving CEP eligibility notices on your web site which will be linked to FNS' CEP Web site. Please enter the school name, LEA name, LEA ID, identified student percentage (or proxy) and an "X" in the appropriate column (6-8). There should only be one "X" per school in columns 6-8. Also complete column 9, if applicable, and column 10.

1	2	3	4	5	ONLY MARK ONE			9	10
					6	7	8		
School Name	LEA name	LEA ID	Identified Student Percentage (ISP)	Proxy Identified Student Percentage (ISP)	Currently Participating	Eligible to Participate	Near Eligible to Participate	Participating in year 4 and Eligible for a Grace year	Student Enrollment in Participating and Eligible Schools
Name of school receiving a CEP eligibility status notification	Name of LEA for the school in column 1	LEA ID for the LEA entered in column 2	Identified student percentage	If applicable, enter the proxy percentage below for each school in column 1 Proxy percent = number of directly certified students with SNAP/enrollment	Place an "X" in this column if the school in column 1 is participating in CEP	Place an "X" in this column if the school in column 1 is eligible to participate in CEP (ISP >=40%)	Place an "X" in this column if the school in column 1 is nearly eligible to participate in CEP (ISP >=30%)	Place an "X" in this column if the school in column 1 is currently in the 4th year of the participation and is eligible for a grace year (ISP >=30%)	If the school in column 1 is currently participating in CEP or eligible to participate (there is an "X" in column 6 or 7), indicate the number of students enrolled at the school (denominator of ISP)
A B Chandler Elementary School	Henderson County	10175	50.47		X				317
Bend Gate Elementary School	Henderson County	10175	56.47		X				494
Cairo Elementary School	Henderson County	10175	49.66			X			302
Central Academy	Henderson County	10175	83.33		X				174
East Heights Elementary School	Henderson County	10175	51.06			X			564
Henderson County High School	Henderson County	10175	40.5			X			1943
Henderson County North Middle School	Henderson County	10175	50.91			X			821
Henderson County South Middle School	Henderson County	10175	50.98			X			761
Jefferson Elementary School	Henderson County	10175	75.26		X				372
Niagara Elementary School	Henderson County	10175	42.13		X				318
South Heights Elementary School	Henderson County	10175	82.72		X				573
Spottsville Elementary School	Henderson County	10175	38.06				X		
Thelma B. Johnson Early Learning Center	Henderson County	10175	72.58		X				372