

Dear Parent or Guardian:

All students enrolled at PSOE are eligible to receive free breakfast. This year, we need your help to make sure all students are fully prepared for academic success. We all know that hungry children have a more difficult time doing their best work. That's why we encourage all students to energize their school day with a nutritious breakfast.

The School Breakfast Program is available to all students every weekday morning. You do not have to register your child in advance. Your child can eat breakfast at school every day or only occasionally. School breakfast makes good sense- every day, students are offered meals that include servings of fruit, whole grain-rich items, and low-fat or fat-free milk. These breakfasts are well balanced and follow standards backed by the best nutritional science available. Participation in the program also affords children a chance to enjoy a morning meal with their friends.

School Breakfast is an ideal solution on busy mornings when kids are running late, or parents must be at work early. Whatever the reason, if breakfast at home is not convenient, please have your child take advantage of breakfast here at school so that they may enjoy the numerous benefits of starting their day with a healthy meal.

School breakfast is served from 7:30 a.m. to 7:55 a.m. Students must be inside the classroom by 7:55 a.m. to receive breakfast. If your student needs school breakfast, please arrive before 7:50 a.m.

Thank you for helping us to make sure that all students start the school day alert, well-fed, and ready to learn.

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/ad-3027.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:

1. **mail:**
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. **fax:**
(833) 256-1665 or (202) 690-7442; or
3. **email:**
Program.Intake@usda.gov