



2020-2021

## DIOCESE OF SHREVEPORT Child Nutrition Program *Healthy Tools to Help at School*

### Our Mission

The Diocese of Shreveport Child Nutrition Program serves students quality meals in a Christian environment. We do this by ensuring that our meals are healthy, correctly prepared, and attractively served in pleasant surroundings.

Parents,

As we begin this new school year please rest assured that the Child Nutrition Program and our employees are taking all necessary precautions as directed by our Superintendent Sr. Carol Shively, OSU, in consultation with state and local health officials, to keep your child safe and well fed during this COVID-19 Pandemic.

In looking forward to serving meals to your child this school year this memo includes a few reminders of what the Diocesan meal program has to offer.

Please don't hesitate to contact me if you have any questions or concerns.

Blessings,  
Sr. Ann Middlebrooks, SEC

The online meal payment site is  
[www.myschoolbucks.com](http://www.myschoolbucks.com) or by using  
the **MySchoolBucks SMARTPHONE APP!**



**REMEMBER... Advanced Meal Payment is required. View all Diocesan Child Nutrition Policies at [www.dioshpt.org/schools/cnp](http://www.dioshpt.org/schools/cnp)**

### FREE & REDUCED Application Procedures

Every child in school receives a Free or Reduced Lunch Application form. Please follow all directions carefully, if you choose to apply for Free or Reduced Meals, return it to the Cafeteria Manager or mail to CNP, 3500 Fairfield Ave., Shreveport, LA 71104

Processing of **FREE & REDUCED** lunch applications are done only with **scannable applications** provided in this packet. All applications are processed within 10 days. All information submitted is handled confidentially in a computerized format for Central Office use only. **Parents are responsible for payment of all meals their children consume until notified of possible Free or Reduced Meal status.**

If any time during the school year your family's financial structure changes you may apply or reapply for Free or Reduced Meals. For applications please call the Diocese of Shreveport Child Nutrition Program office at **1-800-256-1542, ext. 297 or (318) 219-7297.**

The National School Lunch Program operates in each school to offer students nutritious, enjoyable, high-quality meals at a reasonable price.

- Our Catholic Schools cafeterias are meeting all new *Federal Nutrition Standards* for school meals, ensuring that meals are healthy, well-balanced and provide students all the nutrition they need to succeed at school:
  - Age-appropriate calorie limits
  - Larger servings of vegetables and fruits (*students must take at least one serving of a fruit or vegetable per meal*)
  - Fat-free or 1% milk only
  - All breads, pastas, and rice are whole grain rich
- All meals and extra healthy food items are reasonably priced to encourage participation while maintaining a self-supporting operation.

Elementary Student Lunch \$3.60

Elementary Student Breakfast \$2.10

*Adult and Extra Sale Prices are posted in cafeterias and at [www.dioshpt.org/schools/cnp](http://www.dioshpt.org/schools/cnp)*

- Juices, Bottled Water and Milk are available for daily purchase.
- Additional Healthy Snack Items are available daily for all students. These items may be purchased with cash or by using monies from your child's meal account.
- Menus are available in each school's cafeteria, and are posted on [www.dioshpt.org/schools/cnp](http://www.dioshpt.org/schools/cnp).
- When sending a lunch from home, remember to pack napkins, silverware, condiments and containers in your child's lunch box. If you forget, these items may be purchased at lunch time.
- Restaurant **FAST FOODS are not allowed** in the cafeteria during mealtime.

We look forward to welcoming your child to the cafeteria this fall. Visit us at, [www.dioshpt.org/schools/cnp](http://www.dioshpt.org/schools/cnp)

If at any time you feel you or your child has been discriminated within the Diocese of Shreveport Child Nutrition Program, please talk to your school officials. Go to [www.dioshpt.org](http://www.dioshpt.org) and complete a Discrimination Complaint Form. You also may ask for a hearing by contacting: Sr. Carol Shively, OSU, Superintendent, 3500 Fairfield Ave., Shreveport, LA 71104 or calling (800) 256-1542, ext. 253.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the Diocese of Shreveport Child Nutrition Program is 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.