



CCSC FOOD SERVICES DEPARTMENT
800 Dr. Dot Lewis Drive Clarksville, IN 47129
(812)704-5525 Melissa Pixley mpixley@clarksvilleschools.org



Community Eligibility Provision Notice of Free School Meals

Dear Parent or Guardian:

We are pleased to inform you that **Clarksville Community School Corporation** will be continuing our participation in the Community Eligibility Provision (CEP) for the 2022-2023 school year.

Students at **Clarksville Elementary, Clarksville Middle and Clarksville HS** are eligible to receive a healthy breakfast and lunch at school at no charge to your household each day of the 2022-2023 year. No further action is required of you. Your child(ren) will be able to participate in these **complete meals-only** programs without having to pay a fee or submit a *Meal application.

{Extras or A la carte items will still require funds for purchasing as per our Meal Account Policy.}

***However-You MUST fill out an application for Curricular Materials (formerly Textbooks) Assistance if you feel you qualify-unless you have otherwise been notified by CCSC Food Services Dept.**

Please be advised that if you do not apply & become approved for this benefit you will be held financially responsible for all curricular materials fees for the school year and will be billed accordingly.

There are 3 ways to apply:

1. Online via Infinite Campus Parent Portal and submit the application following the prompts.
2. Request a paper application from your student's school office. Please fill out the form and return it to your student's school office for processing, mail or email it to the appropriate address below.
3. Visit our website www.clarksvilleschools.org and click "Back to School" under the "Parents" tab for instructions as well as a printable curricular materials application. Please fill out the form and return it to your student's school office for processing, mail or email it to the appropriate address below.

If we can be of any further assistance, please contact us at 812-704-5525, mpixley@clarksvilleschools.org or 800 Dr. Dot Lewis Drive, Clarksville, IN 47129.

Sincerely,
Melissa Pixley

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To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](http://www.ascr.usda.gov/complaint_filing_cust.html), (AD-3027) found online at: 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.

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