

CIVIL RIGHTS AND NONDISCRIMINATION NOTICE

USDA Food and Nutrition Service – School Meal Programs

Saint Patrick School and Educational Center

Dear Parents and Guardians,

Saint Patrick School and Educational Center participates in the U.S. Department of Agriculture (USDA) Food and Nutrition Service Child Nutrition Programs, including the National School Lunch Program (NSLP) and School Breakfast Program (SBP).

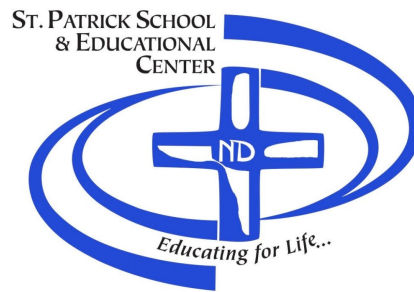
Saint Patrick School and Educational Center is committed to ensuring that all eligible students have equal access to school meal programs and that no individual is discriminated against in the administration or operation of these programs.

USDA NONDISCRIMINATION STATEMENT

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, audiotope, 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 from USDA, 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:

Mail:

U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410

Fax:

(833) 256-1665 or (202) 690-7442

Email:

program.intake@usda.gov

This institution is an equal opportunity provider.

LOCAL CIVIL RIGHTS COMPLAINTS

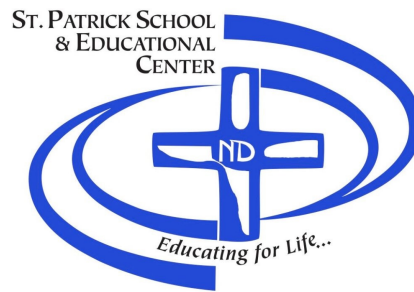
Any student, parent, guardian, employee, or other individual who believes discrimination has occurred in connection with Saint Patrick School and Educational Center's Child Nutrition Programs may make a complaint verbally or in writing.

Saint Patrick School will not prevent, discourage, or create barriers to an individual's right to file a civil rights complaint.

Complaints involving a federally protected class and the Child Nutrition Programs will be documented and forwarded to the appropriate Civil Rights authority in accordance with USDA and Massachusetts Department of Elementary and Secondary Education (DESE) requirements.

Individuals may file a complaint directly with USDA without first filing a complaint with Saint Patrick School.

Retaliation against any individual for filing a civil rights complaint or participating in a civil rights investigation is prohibited.



LANGUAGE ASSISTANCE AND ACCESSIBILITY

Saint Patrick School and Educational Center will take reasonable steps to ensure meaningful access to Child Nutrition Program information and services for individuals with limited English proficiency.

Program information and language assistance may be made available in languages other than English. Parents or guardians who need translation, interpretation, or other language assistance should contact the school.

Reasonable modifications and appropriate communication assistance will also be provided to individuals with disabilities as required by applicable federal law and USDA regulations.

SCHOOL CONTACT INFORMATION

Questions regarding civil rights, accessibility, language assistance, or participation in the school meal programs may be directed to:

Saint Patrick School and Educational Center

311 Adams Street
Lowell, MA 01854

Main Office: 978-458-4232

School Nutrition/Food Service: 978-856-8023

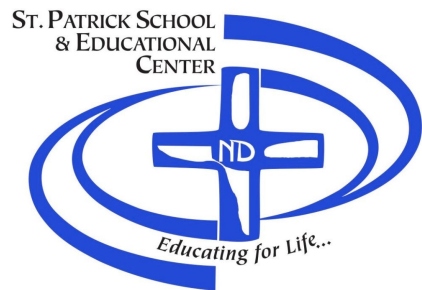
Food Service Contact:

Greta Hoehn
Director of Food Services
GHoehn@saintpatricklowell.org

Additional School Contact:

Mary Kelly, Principal: MKelly@saintpatricklowell.org

Scott Marchlik, Business Manager: scott@millcityaccounting.com



Saint Patrick School and Educational Center is committed to providing equal access to USDA Child Nutrition Programs and ensuring that all civil rights complaints are handled promptly and in accordance with USDA and Massachusetts DESE requirements.