

IQRA ISLAMIC SCHOOL

SCHOOL MEALS POLICY | School Year 2026-2027

1. Policy (Purpose)

Iqra Islamic School participates in the Minnesota Free School Meals Program, as outlined in Minnesota Statutes, section 124D.111, subdivision 1, and the federal Community Eligibility Provision (CEP).

This policy ensures that school employees, students, and families understand Iqra Islamic School's meal service procedures, including the provision of free meals, meal counting, and the prevention of unpaid meal charges.

2. Meal Service

Iqra Islamic School provides one reimbursable breakfast and one reimbursable lunch at no charge to every enrolled student participating in school meal service, regardless of household income or meal eligibility status.

Iqra Islamic School does not charge students or families for school breakfast or lunch. All reimbursable meals must meet applicable state and federal nutrition requirements.

Once a meal has been placed on a student's tray or otherwise served, it will not be taken away by any school employee. No student will be denied a meal as a disciplinary measure.

Iqra Islamic School will not provide an alternate meal based on a student's financial circumstances. Meal modifications may be provided when necessary to accommodate documented dietary needs.

All students will be treated respectfully and in accordance with Minnesota Statutes, section 124D.111, subdivision 5.

3. Point of Service

Iqra Islamic School uses a total meal count system at the point of service, as permitted for schools participating in the Community Eligibility Provision (CEP).

The school follows these procedures:

- Designated food service staff use handheld clickers to count each student's first reimbursable breakfast and lunch at the point of service.
- Breakfast and lunch counts are maintained separately.
- Staff verify that each meal counted is a complete, reimbursable meal.
- Daily clicker totals are recorded in Google Sheets or Excel.
- Adult meals and second student meals are recorded separately, when applicable, and are excluded from reimbursable meal counts.
- Meal counts are reviewed against enrollment and attendance records as part of the school's edit-check process.
- Only eligible reimbursable student meals are included in monthly reimbursement claims.

A paper meal count form may be used when a clicker is unavailable.

4. Nonprogram Food Sales

Iqra Islamic School does not sell à la carte food items, beverages, or second meals to students.

The school does not operate a student meal payment system or collect payments for school meals.

Any adult meals or second student meals provided are tracked separately and are not claimed for reimbursement through the School Breakfast Program or National School Lunch Program.

If Iqra Islamic School decides to offer nonprogram food sales in the future, it will establish appropriate pricing, revenue collection, and recordkeeping procedures consistent with applicable state and federal requirements.

5. Unpaid Meal Charges

Prior-Year Unpaid Meal Charges

Iqra Islamic School does not use a collection agency to collect unpaid school meal charges.

The school does not charge students for reimbursable breakfast or lunch. If any prior-year meal debt is identified, it will be addressed administratively without embarrassing, stigmatizing, or denying meals to students.

School Nutrition Program funds will not be used to pay unallowable prior-year meal debts.

Current-Year Unpaid Meal Charges

Because Iqra Islamic School participates in the Minnesota Free School Meals Program and CEP, students receive reimbursable breakfast and lunch free of charge.

No student meal charges are assessed, and no unpaid balances are generated for these meals.

Students will never be denied a reimbursable meal because of an unpaid balance or inability to pay.

6. Communication Policy

Iqra Islamic School will make this policy available in writing to:

- All enrolled families before the beginning of each school year.
- Families enrolling students during the school year.
- School employees responsible for administering or supporting the School Nutrition Programs.

The policy will also be made available on the Iqra Islamic School website. Information about the school's free breakfast and lunch services will be communicated to families through appropriate school communication channels.

7. Third-Party Meal Service Provider

Iqra Islamic School contracts with Kilimanjaro Enterprises to provide school meals.

Iqra Islamic School will provide Kilimanjaro Enterprises with a copy of this School Meals Policy and ensure that the vendor follows applicable provisions of the policy.

Contracts entered into or modified after July 1, 2021, must require third-party meal service providers to comply with the school's meal policy.

Iqra Islamic School retains responsibility for ensuring that meal service, meal counting, and reimbursement claims comply with applicable state and federal requirements.

8. U.S. Department of Agriculture (USDA) Nondiscrimination Statement

In accordance with federal civil rights law and 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 teletypewriter [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 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

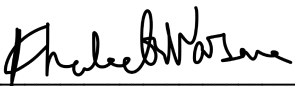
Email: Program.Intake@usda.gov

This institution is an equal opportunity provider.

Policy Authorization

School: Iqra Islamic School School Year: 2026-2027

Authorized Official: Khaleef Warsame, Executive Director

Signature:  Date: 10/22/2026