
AURORA PUBLIC SCHOOLS
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NUTRITION SERVICES AND WELLNESS

Nutrition services will support the district wellness policy and continue to monitor nutritional content of meals and a la carte items.

The director of nutrition services or a designee will participate on the coordinated health team in an effort to improve the health of our children so they can reach their full potential.

The director of nutrition services will work with administrators to encourage healthy options in all areas of school sites.

CIVIL RIGHTS COMPLAINT PROCEDURE FOR SCHOOL NUTRITION PROGRAM

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In accordance with the United States Department of Agriculture (USDA) civil rights regulations and policies, the district is prohibited from discriminating on the basis of race, color, national origin, sex, age or disability in any school nutrition program.

A participant in the district's school nutrition program who alleges discrimination on the basis of any of the above-listed federally-protected classes has the right to file a complaint within 180 days of the alleged discrimination, in accordance with this procedure.

Filing a complaint

If an individual has an unlawful discrimination complaint concerning his or her participation in a school nutrition program, the complaint may be directed to Shannon Solomon, Director of Nutrition Services, 15700 E. 1st Avenue, Aurora, Colorado 80011, phone (303) 343-0295 ext. 28566, scsolomon@aurorak12.org, or designee.

Complaints may be made verbally (in person or over the phone) or may be submitted in writing to the district contact listed above. Complaints may be filed anonymously.

When filing a complaint, the following information will be requested:

1. complainant's name, address and telephone number (unless the complainant wishes to remain anonymous);
2. the nature of the incident or action that led the complainant to feel discrimination was a factor;
3. the basis on which the complainant believes discrimination exists;
4. the names, telephone numbers, titles and business or personal addresses of persons who may have knowledge of the alleged discriminatory action; and
5. the date(s) during which the alleged discriminatory action(s) occurred.

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Forwarding a complaint

Upon the district's receipt of the complaint, the district shall forward the complaint as soon as possible but no later than five business days to the following agency:

CDE Office of School Nutrition
1580 Logan Street Suite 760
Denver, CO 80205

The designated agency shall then conduct the complaint review and investigation within the required timeline (90 days).

LEGAL REF.: USDA Food and Nutrition Service (FNS) Instruction 113-1 (*civil rights compliance and enforcement – nutrition programs and activities*)