



THE SCHOOL DISTRICT OF PALM BEACH COUNTY  
SCHOOL FOOD SERVICE

**Confidentiality Agreement for Disclosure of Student Lunch  
Status Information  
2018-2019 School Year**

**PURPOSE AND SCOPE**

The School Food Service Department (the "Determining Agency") and \_\_\_\_\_  
Name of Receiving Department or Program

acknowledge and agree the children's free and reduced-price meals and free milk eligibility information obtained under provisions of the National School Lunch Act (42 USD 1751 et. seq.) or Child Nutrition Act of 1966 (42 USC 1771 et. seq.) and the regulations implementing those Acts is confidential information. This agreement is intended to ensure that any information disclosed about children eligible for free and reduced-price meals or free milk will be used only for purposes specified in this agreement and that both parties recognize that there are penalties for unauthorized disclosures of this eligibility information.

**AUTHORITY**

Section 9(b)(2)(C)(iii) of the National School Lunch Act (42 USC 1758[b][2][C][iii]) authorizes the limited disclosure of children's free and reduced-price meals or free milk eligibility information to specific programs or individuals, without prior parent/guardian consent. Additionally, the statute specifies that for any disclosures not authorized by the statute, the consent of children's parent/guardians must be obtained prior to the disclosure.

Any person who publishes, divulges, discloses, or makes known in any manner, to any extent not authorized by Federal law (Section 9(b)(6)(C)) of the National School Lunch Act (42 USC 1758(b)(6)(C)) or a regulation, any information about a child's eligibility for free and reduced-price meals or free milk shall be fined not more than \$1,000 or imprisonment of not more than 1 year or both.

The *requesting individual* certifies that he/she is currently authorized to administer the following program and that information requested will only be for the program specified: \_\_\_\_\_ (the "Program").

**RESPONSIBILITIES**

School Food Service will disclose eligibility information only to persons directly connected to the administration or enforcement of programs authorized access under the National School Lunch Act, or regulations under the Act, or to programs or services for which parents/guardians gave consent.

\_\_\_\_\_ will ensure that he/she and those directly connected with the Program and the administration or  
Name of Receiving Individual

enforcement of the Program require use of the eligibility information as part of his/her job responsibilities and only those listed below will have access to children's eligibility information (**all who are listed below must sign this document**):

Specify name(s) and title(s):

\_\_\_\_\_  
Name Title

\_\_\_\_\_  
Name Title

\_\_\_\_\_  
Name Title

The individual(s) named will use children's free and reduced-price eligibility information for the specific purpose(s):

(1) \_\_\_\_\_

(2) Will keep all children's free and reduced-price meals eligibility information confidential, and will use that children's eligibility information only for purposes specified above, and understand and acknowledge the penalties for unauthorized disclosures.

\_\_\_\_\_  
School Food Service Signature Date

\_\_\_\_\_  
Receiving Individual Signature Date

\_\_\_\_\_  
Receiving Individual Signature Date

\_\_\_\_\_  
Receiving Individual Signature Date