



**THE ARC  
KOHLER  
SCHOOL**  
EST. 1963

**The Arc Kohler School**

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May 1, 2018

Mr. Gregory E Brennan  
Business Administrator  
Union Board of Education  
2369 Morris Avenue  
Union, NJ 07083

Re: The Arc Kohler School Child Nutrition Meal Program – SY 2018-2019

Dear Mr. Brennan:

Meal time is a very important part of our therapeutic day because it gives our occupational and speech therapists the opportunity to work individually with our children. Many of our children have feeding issues and need the professional assistance that our therapists provide. For this reason, The Arc Kohler School would like to continue to provide breakfast and lunch free of charge for all of our students.

The Arc Kohler School operates as an approved not-for-profit private school for students with disabilities, providing the free meal program is in accordance with N.J.A.C.6A:23-18.5(a)20i and 20ii. These regulations have two requirements.

The Arc Kohler School meets the first requirement by providing meals that meet the nutritional requirements of the Child Nutrition Program of the NJ Department of Agriculture. We are seeking your assistance with the second requirement.

As of July 1, 2007, the State Board of Education amended N.J.A.C.6A:23-4.5(a)20 which will require Board of Education action on your part for us to continue this practice. As per NJDOE regulations, we are requesting a resolution from the Board of Education, on letterhead, stating that The Arc Kohler School can provide breakfast and lunch free of charge to all students. The sample resolution attached contains the actions requiring Board of Education authorization.

The NJ Department of Education requires that the resolutions be received by August 31, 2018. With the upcoming summer recess, we ask that you provide this resolution by June 30, 2018.

Thank you in advance for your cooperation and assistance in this time sensitive matter. Should you have any questions or require additional information, please call Mary Kelly, Assistant Executive Director of Finance, at 973-315-0030 or email her at [mskelly@arcunion.org](mailto:mskelly@arcunion.org).

Very Truly Yours,

Jennifer Kaufman,  
Principal  
JK:bt

Enclosure

cc: Mary Kelly, Assistant Executive Director of Finance - The Arc of Union County  
Annette Hale, Director of Accounting – The Arc of Union County

**UNION BOARD OF EDUCATION RESOLUTION**  
**2018-2019 FISCAL YEAR THE ARC KOHLER SCHOOL MEALS PROGRAM**

WHEREAS, The Arc Kohler School is a not-for-profit NJ Department of Education Approved Private School for Students with Disabilities; and

WHEREAS, the Board of Education of the School District of Union has contracted to send to The Arc Kohler School certain students with disabilities who reside in the District; and

WHEREAS, The Arc Kohler School provides meals that meet the nutritional requirement of the Child Nutrition Program as administered by the New Jersey Department of Agriculture; and

WHEREAS, The Arc Kohler School will apply for and receive funding for meals in accordance with the income eligibility criteria established by Child Nutrition Program as administered by the New Jersey Department of Agriculture.

WHEREAS, The Arc Kohler School does not charge students for the cost of the meals;

NOW, THEREFORE, it is hereby resolved that the Union Board of Education acknowledges the foregoing actions and in accordance with N.J.A.C..6A:23-4.5(a)20 authorizes The Arc Kohler School to include the costs of meals provided within the annual tuition rate charged to students.

\_\_\_\_\_  
Board Secretary (Name)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Secretary (Signature)