

Guidance Opting Out of Breakfast After the Bell S.P. 99 - L.D. 359

Step 1: Hold a Public Hearing

- A public hearing must be scheduled and posted **at least 10 days in advance**.
- Notice must be made available to the community in a clear and accessible way.

Step 2: Prepare Documentation

- A **detailed cost-benefit analysis** is required.
- Documentation must show that implementing Breakfast After the Bell (BAB) would create **undue financial or logistical hardship**.
- Both the **public** and the **SAU's governing body** must review and evaluate the analysis and supporting materials.

Step 3: Governing Body Vote

- Within **30 days of the public hearing**, the governing body of the SAU must vote.
- By majority vote, the body may determine that alternative breakfast delivery is not financially or logistically viable.
- If approved, the SAU officially opts out of Breakfast After the Bell.

Step 4: Notify Maine DOE

- The SAU's governing body must **notify Maine DOE Child Nutrition** of the decision to opt out.
- The opt-out is valid for **2 years** and must be renewed before the end of the second school year.
- Renewal requires repeating the opt-out process and documentation.

Reporting an Opt-Out

1. In **CNPweb**, ensure that:
 - **Question #59** and **Question #60** in the **individual school's site application** are answered correctly to reflect the opt-out status.
2. Be prepared to provide additional documentation:
 - DOE Child Nutrition may request copies of the public hearing notice, cost-benefit analysis, governing body vote minutes, and notification letter to validate that the process was completed.

