

## NEW PAYMENT PORTAL FOR YOUR CHILD'S SCHOOL

Dear Parents/Guardians,

This letter is to inform you that Sussex Montessori Public Charter School is utilizing a new system and parent portal where you can submit meal applications, view menus and pay meal and non-meal fees. Sussex Montessori Public Charter School is no longer using the old system and you are now unable to make payments with your old account.

K-12 Payment Center will be disabled on April 26, 2024.

LINQ Connect will be enabled on April 30, 2024.

To continue making meal payments, please create a new account at <https://linqconnect.com>. You can also submit a meal application through LINQ Connect for the current school year. Click on "REGISTER" to create a new account. You will need the following information to successfully link your student(s) to your account:

- First Name: As registered with the school
- Last Name: As registered with the school
- Date of Birth (MM/DD/YYYY)

For further questions, please call Sussex Montessori Public Charter School's LINQ Connect Administrator at 302-404-5367ext 215 or the support line for LINQ Connect at 916-467-4700 option 2.

Sincerely,

Anita R Copes-Mitchell  
Food Service Director  
Sussex Montessori Public Charter School

### **USDA Nondiscrimination Statement**

In accordance with federal civil rights law and U.S. Department of Agriculture (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 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 (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:**  
U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or
2. **fax:**  
(833) 256-1665; or (202) 690-7442; or
3. **email:**  
[Program.Intake@usda.gov](mailto:Program.Intake@usda.gov)

This institution is an equal opportunity provider.