



Office for Prekindergarten through Grade 12 Education
School Operations and Management
Child Nutrition Program Administration
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To: School Food Service Directors/Managers

From: Paula Tyner-Doyle, Coordinator

Date: October 17, 2013

Subject: Free and Reduced Price Eligibility for incoming Kindergarten Students

Each year there are incoming kindergarten students who may be eligible for free or reduced price meal benefits based on a family application that was submitted from the previous school year for an older sibling. Many schools often ask, are they allowed to use that application during the carry over period (first 30 operating days) to identify a new student entering their school?

The answer is yes, as long as the kindergartner is living in the same household as the older sibling who qualifies for free and reduced price meals. It is the food service director's responsibility to obtain a list of all incoming students from the principal of the school and identify the incoming student as part of the family based on the names and addresses. This is the preferred method for handling the eligibility of the new kindergartners, rather than having the free and reduced price information disclosed to the principals

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