

DATE: August 10, 2010

TO: Migrant Program Directors
Migrant Program Data Clerks

FROM: Norma Cregan
Assistant Director of Title Programs and Services

RE: Free Lunches for Migrant Children

This is to remind all Migrant Program Directors and Data Clerks that migrant children are “categorically eligible” to receive free school meals once the district Migrant Education Program (MEP) provides documentation of migrant children to the School Nutrition Program (SNPs).

PROCEDURE FOR DOCUMENTING MIGRANT CHILDREN

A migrant student is automatically eligible for free meals at school when the MEP Director certifies the student’s eligibility status to the School Nutrition Program’s authorized representative.

MEP Directors are asked to provide a Kansas Migrant Data System (KMDS) list of certified migrant students to the SNP’s authorized representative within the four weeks prior to the first day of school and whenever a new migrant student is certified.

- The list must be signed and dated by the MEP Director.
- Eligibility for free school meals begins on the date that the SNP authorized representative confirms that a student on the KMDS list is enrolled in the school. Eligibility for free meals is NOT retroactive.
- The MEP Director should NOT provide the student’s COE to the SNP due to Family Educational Rights and Privacy Act (FERPA) regulations.
- The MEP Director should provide from the KMDS a list of migrant students whose end of eligibility is within four weeks prior to the first day of school. If the expiration of eligibility is within four weeks prior to the first day of school, the student is eligible for free meals at school for the entire school year.