

# Free and Reduced Price – Lunch Overview

---

Data Submissions Boot Camp

Released August 4, 2020

*Required for both new and returning school contacts*



# Learning Objectives

- Determining eligibility
- State reporting aspects
- Accountability impacts and data accuracy



# Learning Objectives

Accountability Assessments Data Submissions Finance Operations Legal and Policy Student

## Data Submissions Library

Click on one of the data collections below to access resources for that data collection, or use the search bar to find resources within any of the data collections. **For questions or support, please email [submissions\\_CSI@csi.state.co.us](mailto:submissions_CSI@csi.state.co.us).**

### General Resources

General Data Submissions Resources

School Calendar and Instructional Hours

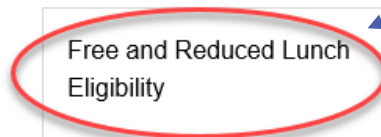
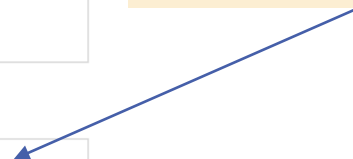
Student Information Systems

Plan Management Systems

Data Submissions Bootcamp

Free and Reduced Lunch Eligibility

**CSI  
Submissions  
FRL  
Resources**





# FRL Basics

## FRL Eligibility Status

- Must be determined for every enrolled student in a CSI school (*even with remote learning*)
- Must be flagged in the SIS to populate extracts correctly for state collections
- Impacts accountability reports and funding streams



# Determining Eligibility

## Federal Meal Application

- School participation in federal lunch program with an SFA
- Primarily completed online by families
- SFA provides eligibility status to school

## State FEDS Form

- School does not participate in federal lunch program
- Primarily completed on paper by families
- School determines eligibility status according to state guidelines

Flow Diagram at <https://resources.csi.state.co.us/free-and-reduced-lunch-eligibility/>



# Determining Eligibility

## Family Engagement

Ongoing struggles to get families to complete applications

- **Incentives for FEDS Form**
  - See “Information to Households Letter” on CSI FRL Resources webpage (benefits)
- **Immigrant/Migrant Families**
  - “Public Charge Rule” used by immigration for entry to US/Green card/Visa
    - <https://protectingimmigrantfamilies.org/know-your-rights/>
    - FRL applications do NOT impact public charge decisions

# Determining Eligibility



## New for 20-21: CSI School Food Authority

### CSI School Food Authority



Get the **FACTS** about the benefits of choosing CSI as the School Food Authority for your charter school!

# F

#### Federal funding based on the number of meals served

With the CSI SFA, your school keeps its federal reimbursement for the meals served to your students.

# A

#### Autonomy in menu planning

With the CSI SFA, your school can choose which service model it would like to use: Self Operational, Contracting with a Vendor, or Contract with your Local School District.

# C

#### Cost Effective

With the CSI SFA, we keep the costs down. CSI charges a small fee of .08 per student breakfast and .16 per student lunch to help run your Nutrition program.

# T

#### Titan Nutrition software

With the CSI SFA, parents will have access to our friendly Parent Portal. This portal allows parents to see school menus (including food allergens), manage their child's account, and apply for meal benefits right from the comfort of their home computer or cell phone.

# S

#### School Nutrition Experience

With the CSI SFA, school nutrition staff receive the training to help with processing meal applications, completing school applications, processing claims, and understanding the regulations that must be followed to run a compliant food program. Our CSI School Nutrition Program Manager is a Registered Dietitian and School Nutrition Specialist with over 20 years of experience working in the field of nutrition.



# Determining Eligibility

## Direct Certification

- Automatic approval for **free** lunch based on state assistance program data
  - SNAP, TANF, migrant
  - Between July 1 and October count date

## Categorical Eligibility

- Automatic approval for **free** lunch based other state/local/school data
  - Homeless, runaway, foster





# Determining Eligibility

## Carry Over Provisions

- Prior year eligibility in effect for first 30 operating days of school year
  - No other determination can be made
  - Prior district/school status can be used for transfers
  - “Variance Waiver” - extends 30-day carryover to October Count day
    - CSI will request this from CDE



# State Reporting

## October Count Collection

- ~\$8,100 per pupil funding
- ~\$1,200 additional “At Risk” funding
  - For each reported **free** lunch student
- Eligibility must be determined on or before Count day
- Status reported in the Student Demographic (SD) file



# State Reporting

## End of Year Collection

- Consistency with October Count data reported
- Continue to determine eligibility for transfer students
- Status reported in the Student Demographic (SD) file



# Accountability & Accuracy

## Accountability impacts

- FRL used for *economically disadvantaged* in dropout, graduation, and mobility rates

## Underreported estimates

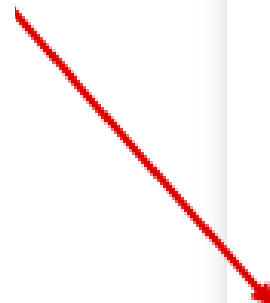
- ***CDE recent find***: About 10% free lunch are homeless yet CSI has lowest homeless percentage in state
- In general, FRL is underreported due to data management and reporting process mistakes

# Accountability & Accuracy



## Appendix IV: Free and Reduced Lunch Checklist

All schools  
should  
complete  
FRL  
checklist



CSI COLORADO		October Count Audit Handbook Colorado Charter School Institute 2019 - 2020	
<b>CONTENTS</b>			
<b>GENERAL OVERVIEW</b> .....			
Goals for CSI Internal Audit.....			
<b>TIMELINE</b> .....			
October Count Dates .....			
October Count Window Dates.....			
Alternative Count Date Requests .....			
General Timeline for CSI Internal Audit .....			
October Count Submission Deadlines .....			
October Count Audit Deadlines .....			
<b>SUPPORTING DOCUMENTATION</b> .....			
<b>RESOURCES</b> .....			
<b>APPENDIX</b> .....			
I: Audit Supporting Documentation Checklist .....			
II: SIS Attendance, Enrollment, and Schedule Report .....			
Infinite Campus Report Extracts .....			
PowerSchool Report Extracts .....			
III: Crosschecking Funding Eligibility with Student Schedules .....			
PowerSchool Instructions .....			
Infinite Campus Instructions .....			
<b>IV: Free and Reduced Lunch Eligibility Checklist.....</b>			



# Accountability & Accuracy

## Validations

- Check that your SIS is being updated accurately
  - FRL statuses typically roll over by default from the prior year--make sure they are current
- Run ad hoc reports to check student eligibility counts
- Filter student counts in October Count and EOY Student Demographic file submissions
- Migrant, homeless, and foster students are categorically eligible for **free** lunch—check for these
- Review FRL counts carefully in your October Count and EOY summary reports



# Follow Up FRL Exercise

1. Find your way to the **CSI Data Submissions Bootcamp** webpage under the Data Submissions Library (starting from the main CSI webpage)
2. Next, go to **Free and Reduced-Price Lunch Overview** module webpage (where you started this recording from)
3. Click on the link provided to access the **FRL Exercise** and complete it
4. A link to the slides for this module will also be available if you would like to have that open while you complete the **FRL Exercise**

# Thank you for participating!

---

For questions email  
[submissions\\_csi@csi.state.co.us](mailto:submissions_csi@csi.state.co.us)