

2023-24 Guidelines

The Child Nutrition Department in Fayette County Public Schools participates in the National School Breakfast and Lunch Program and offers healthy meals every school day. For 2023-24, breakfast costs \$2, and lunch is \$2.75 for PreK-5 students and \$3 for grades 6-12. Students whose families qualify for free or reduced-price meals can eat for free.

Students attending **Community Eligibility Provision (CEP)** schools also receive meals at no cost, with no fee or household application. (Schools do ask families to complete an Educational Benefits Form or EBF to determine eligibility for various other state and federal program benefits.)

List of the approved CEP schools for the 2023-24 school year (52 sites): Arlington, Ashland, Audrey Grevious Center, Booker T. Washington, Breckinridge, Brenda Cowan, Bryan Station Middle, Bryan Station High, Cardinal Valley, Carter G. Woodson Academy, Coventry Oak, Crawford, Deep Springs, Dixie, Family Care Center, Fayette County Preschool Center, Frederick Douglass, Garden Springs, George Washington Carver STEM Academy for Boys, Glendover, Harrison, Henry Clay High, James Lane Allen, Julius Marks, Lansdowne, Leestown, Lexington Traditional Magnet School, Liberty, Martin Luther King Jr. Academy, Mary Todd, Meadowthorpe, Millcreek, Morton, Northern, Opportunity Middle College, Paul Laurence Dunbar, Picadome, Rise STEM Academy for Girls, Russell Cave, Sandersville, Southern Elementary, Southern Middle, Squires, Success Academy, Tates Creek Elementary, Tates Creek Middle, Tates Creek High, The Learning Center, The Stables, William Wells Brown, Winburn, and Yates.

For children to receive free or reduced-price meals:

- Their household's income must be at or below the Federal Income Eligibility Guidelines; **or**
- Their household must receive public assistance; **or**
- They are homeless, migrant, runaway, foster, or participate in a federal Head Start or Even Start Pre-Kindergarten program.

Household size and income determine eligibility if the household does not receive assistance or the children are not in the other categories mentioned above. Students can get free or reduced-price meals if the household's gross income falls at or below the limits on the federal chart. Citizenship is not required to apply for free and reduced meals.

To apply for free or reduced-price meals, households can fill out the application and return it to the school unless the household has already received notification that their children are approved for this year. Application details are distributed to all households. Families may also [apply online](#), or parents can contact the Child Nutrition Department.

Only one application is required for all children in the household, including any foster children, and the information provided on the application will be used to determine eligibility and verification of data. Applications may be verified at any time during the school year by the school or other program officials. An application for free or reduced-price benefits cannot be approved unless it contains complete eligibility information as indicated on the application and instructions. In the operation of child feeding programs, no child will be discriminated against because of race, sex, color, national origin, age, or disability. Household applications require a statement of total household income, household size, and the names of all household members. If a steady income is not received, the amount normally

received should be listed. If a household member receives no income, a zero should be indicated on the application. Only the last four digits of a Social Security Number (or an indication of “none”) must be provided. The adult household member must also sign the application certifying that the information is correct. Military personnel should report all income, cash bonuses, and cash allowances for off-base housing, food, or clothing as income.

Families can apply for benefits at any time. If a household member becomes unemployed or if the household size increases, please contact the school. Such changes may make the children eligible for benefits if the household's income falls at or below the federal guidelines. Please call Jessica Morgison at (859) 381-3838 to request application details.

Under the provisions of the free and reduced-price policy, Morgison reviews applications and determines eligibility. Parents or guardians dissatisfied with her ruling can discuss it on an informal basis. Those wishing to make a formal appeal for a hearing may make a request either orally or in writing to Michelle Coker, FCPS Child Nutrition director, 400 Springhill Drive, Lexington KY 40503, or call (859) 381-3846.

If benefits were approved for children in the previous school year, that eligibility status is good for the first 30 operating days of the new school year. After that time, families must provide a new application unless the school has informed you that your child is eligible for the new school year. If you do not send in a new application that is approved by the school or you have not been notified that your child is eligible for free meals, your child will be charged the full price for meals after the 30th operating day of the new school year.

When known to FCPS Child Nutrition Department, households will be notified of their children’s eligibility for free meals if they are members of households receiving assistance from:

- Supplemental Nutrition Assistance Program (SNAP);
- Kentucky Transitional Assistance Program (KTAP);
- Medicaid* (Household composition and income criteria must be met for free meal eligibility)

An application is not required for free meal benefits for Assistance Program participants when the household is notified by the school that household children have been directly certified for free meals. All children in the household are eligible for free meal benefits upon this notification. If any children living in the household were not listed on the notice of eligibility, or if a household does not receive a notice of eligibility, the household should contact the school to have free meal benefits extended to them.

All children in households receiving benefits from SNAP or KTAP can get free meals regardless of income. Households with any member who is receiving SNAP or KTAP benefits may submit an application with abbreviated information as indicated if they do not receive a notice from the school directly certifying children for free meals. Categorical eligibility for free meal benefits is extended to all children in a household when the application lists a case number for SNAP or KTAP for any household member. To find out how to apply for SNAP or other assistance benefits, call (855) 306-8959 or visit <https://kynect.ky.gov>.

Participants in the Special Supplemental Nutrition Program for Women, Infants and Children (WIC) may be eligible for free or reduced-price meals, but they will need to turn in an application including household size and total income.

When known to FCPS Child Nutrition Department, households will also be notified of any child's eligibility for free meals if the individual child is considered "Other Source Categorically Eligible" because the child is categorized, as defined by law as:

- Foster
- Homeless,
- Migrant,
- Runaway, or
- Enrolled in a federal Head Start, or Early Start class.

If you believe children in your household should be considered "Other Source Categorically Eligible" and haven't been notified of free meals, please [email Jessica Morgison](#) or call (859) 381-3838.

The household should contact the school about questions concerning possible eligibility due to identification with one of the "Other Source Categorically Eligible" descriptions listed above. A foster child is categorically eligible for free meals and may be included as a member of the foster family if the foster family chooses to also apply for benefits for other children. Including children in foster care as household members may help other children in the household qualify for benefits. If non-foster children in a foster family are not eligible for free or reduced-price meal benefits, an eligible foster child will still receive free benefits.

Households notified of their children's eligibility must contact the Child Nutrition Department if the household chooses to decline the free meal benefits. If more space is needed, a separate piece of paper may be attached to the application.

For more information, please [email Jessica Morgison](#) or call (859) 381-3838.

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3027 form or letter must be submitted to USDA by:

Submit your completed form or letter 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; (2) fax: (833) 256-1665 or (202) 690-7442; or (3) email: program.intake@usda.gov.

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