



OLD FORGE SCHOOL DISTRICT

“Home of the Blue Devils”
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Erin Keating, Ed.D.
Superintendent

Brian Rinaldi
Business Manager

MEMORANDUM

TO: All Principals, School Counselors, Secretaries, Nurses, & Homeless Service Providers
FROM: Christopher Gatto, Pupil Personnel Coordinator
DATE: September 8, 2020

SUBJECT: FREE AND REDUCED MEALS FOR HOMELESS STUDENTS

Categorical Eligibility of Homeless Students for Free Meal Benefits:

- All students in the Old Forge School District receive free breaks and lunch. No child should be denied breakfast or lunch.
 - Children identified as runaway, homeless or migrant are categorically eligible for free meals in the National School Lunch and School Breakfast Programs. If their school participates in both breakfast and lunch programs, they receive both.
 - The definition of homeless children is the same one used in the McKinney-Vento Homeless Assistance Act; that means that children living in doubled-up situations are eligible. The host household's income is not a factor in this eligibility.
 - Eligible children may be directly certified based on a list provided by an appropriate person such as the District's homeless liaison, a local shelter director, or a runaway and homeless youth service provider
 - Documentation of free meal eligibility must consist of the child's name (or a list of names), the effective date(s) and the person's signature. No application is required. The law's intent is to expedite the process and provide meals as quickly as possible.
 - If there is a delay in receiving necessary information from the liaison or provider, the school should determine who best knows the child's situation and have that person provide the documentation stated above.
 - A homeless child who is declared eligible for free meals remains eligible for the rest of the school year even if homeless status changes. Thus no tracking is necessary.

Christopher J. Gatto
High School Principal

Michelle Hopkins
Special Education Supervisor

Shelly Egan
Elementary Principal