



Richard Woods, Georgia's School Superintendent
"Educating Georgia's Future"

September 19, 2018

MEMORANDUM

TO: School Nutrition Directors, Supervisors and Coordinators

FROM: Nancy Rice, M.Ed., RD, LD, SNS *KCP for NR*
State Director, School Nutrition Division

SUBJECT: FRL001 Report and October DE107 for CEP Programs

FRL001 Report

Your FTE coordinator will soon be reporting school enrollment for PreK-12 in your system for FTE purposes on the FRL001 Report. According to state law, this data is based on the students in your system on the first Tuesday in October, which will be October 2 of this year. You should receive an email in November from the Georgia Department of Education informing you of the availability of the data transmission reporting site, which is the FRL001 Report, for free and reduced eligibility status.

Please select CEP in the Special Provision Status column for all CEP schools or programs.

To calculate the number of Pre-K free eligibles and KK-12 free eligibles use the following calculation.

FTE populated enrollment (A) multiplied by the free claiming percentage (B) to yield the free eligibles for each school (C):

$$A \times B = C$$

Please make sure you are using the correct claiming percentage (school, group or district) to calculate the free eligibles by school for Pre-K and grades KK-12. There will be no reduced eligibles. Please report zero in all reduced columns.

Additionally the FRL001 Report also has columns to report the number of Directly Certified students for Pre-K and grades KK-12 as of October 31, 2018. This is Directly Certified data for the current school year, not the year of CEP implementation.

October DE107

On the October DE107, data must be entered for the School Nutrition Program in three additional text fields to report the following:

- the highest number of free eligibles during the month of October
- the number of free eligibles on October 31
- the enrollment on October 31

The data that you report on the DE107 will include Head Start students, GED students, adult Even Start and others that may not be included in the FTE Enrollment. If you serve Head Start as contracted meals, not reimbursable meals, do not include those students on the DE107 (not in enrollment or eligibles).

Use the following calculation to determine the highest number of free eligibles:

Highest number of enrolled students in October (D) multiplied by the free claiming percentage (B) to yield highest number of free eligibles per school in October (E). There will be no reduced eligibles to report.

$$D \times B = E$$

Use the following calculation to determine the free eligibles on October 31:

October 31 enrollment (F) multiplied by the free claiming percentages (B) to yield the number of free eligibles per school on October 31 (G). There will be no reduced eligibles to report.

$$F \times B = G$$

As always, if you have questions, please contact your school nutrition area consultant.