



District Business & Advisory Services

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Cathy McKim, Manager-DBAS: 408-453-6588

Bulletin: 13-040

Date: November 5, 2012

To: District Fiscal Directors
Charter School Administrators

From: Cathy McKim

Re: Final Opportunity to Amend and Certify 2011-12 Free and Reduced Price Meal (FRPM) Eligibility Data
Deadline - November 14, 2012

The purpose of this bulletin is to announce the final opportunity to amend and certify the 2011-12 Free and Reduced Price Meal counts for pupils between the ages of five through seventeen.

The CDE recognizes that in this transition year some LEAs did not certify accurate total FRPM counts in the 2011-12 CALPADS Fall 1 submission, thus impacting grant eligibility or funding levels, and are now providing you with an opportunity to amend these counts.

LEAs choosing to amend their 2011-12 FRPM counts **must certify aggregate FRPM counts in the CARS by November 14, 2012**. The CDE has removed the validation check in CARS that prevented LEAs from entering separate free and reduced counts for each school that when combined exceeded the total combined FRPM count certified in CALPADS. LEAs should note, however, that the combined FRPM count still cannot exceed the school's total enrollment certified in the 2011-12 CALPADS Fall 1 submission, and LEAs can no longer change their 2011-12 CALPADS certified enrollment.

After the November 14th deadline, LEAs will no longer be able to amend and certify their 2011-12 FRPM counts in CARS.

I have attached the letter that was distributed to the Consolidated Application Reporting Systems (CARS) Coordinators and the California Longitudinal Pupil Achievement Data System (CALPADS) Administrators, for your information.

Please distribute this memo within your District as deemed appropriate.



CALIFORNIA
DEPARTMENT OF
EDUCATION

TOM TORLAKSON
STATE SUPERINTENDENT OF PUBLIC INSTRUCTION

October 30, 2012

Dear County and District Superintendents and Charter School Administrators:

**FINAL OPPORTUNITY TO AMEND AND CERTIFY 2011-12 FREE AND REDUCED
PRICE MEAL ELIGIBILITY DATA**

The California Department of Education (CDE) will provide local educational agencies (LEAs) a final opportunity to amend and certify their 2011-12 Free and Reduced Price Meal (FRPM) counts. The CDE recognizes that in this transition year some LEAs did not certify accurate FRPM counts impacting grant eligibility or funding levels. In particular:

- The combined FRPM count is used to calculate Title I and Title II funding for county offices of education and direct funded charter schools;
- The free meal (only) count is used to calculate Economic Impact Aid (EIA) for county offices of education operating juvenile court schools and school districts that are small and rural;
- The FRPM count is used to determine eligibility for a number of grant programs such as the Charter School Facility Grant Program (Senate Bill 740, Chapter 892, Statutes of 2001).

LEAs choosing to amend their FRPM counts must recertify revised aggregate Free Meal counts and Reduced Price Meal counts in the Consolidated Application Reporting System (CARS) by **November 14, 2012**. CARS has been modified to allow LEAs to input FRPM counts that exceed the total combined age 5-17 FRPM eligible count certified in CALPADS. LEAs should note, however, that the combined FRPM count still cannot exceed the school's total ages 5-17 enrollment certified in the 2011-12 CALPADS Fall 1 submission. LEAs are not required to update this data in the California Longitudinal Pupil Achievement Data System (CALPADS). After November 14, 2012, there will be no other opportunities to amend this data. More specific information regarding recertifying this data in CARS has been sent to your staff.

If you have questions or need additional information, feel free to contact the Consolidated Application support desk at conappsupport@cde.ca.gov.

Sincerely,

Keric Ashley, Director
Educational Data Management Division

Attachment 1

Procedure Used to Develop the 2011 *Free/Reduced Meals Program & CalWORKS Data File*

Below is the description of the process CDE took to build the downloadable FRPM file posted at <http://www.cde.ca.gov/ds/sh/cw/filesafdc.asp> .

Step 1. Extracted certified CALPADS 2011 Fall 1 data

CDE extracted the certified 2011 Fall 1 enrollment and FRPM eligible data from CALPADS, which reflected counts as of Census Day for students (ages 5-17) with enrollment statuses of primary and short-term. (Note: CALPADS currently does not disaggregate the counts by free and reduced, so only a total of combined FRPM counts was available from CALPADS.)

Step 2. Calculated percent FRPM for non-Provision 2 and 3 schools

For non-Provision 2 and 3 schools, from the data extracted in Step 1, calculated the percentage FRPM by dividing the “*Eligible for FRPM Total (age 5-17)*” column by the “*Enrollment (age 5-17)*” column.

For example: Dividing 705 by 1549 results in 46% percent FRPM eligible for that school.

Enrollment (ages 5-17)	Eligible for FRPM Total (ages 5-17)	Percent FRPM
1549	705	46%

Step 3. Calculated the count of free and reduced price meal eligible students and percent FRPM for Provision 2 and 3 schools using certified CALPADS 2011-12 Enrollment and 2010-11 ConApp Part II Data

CDE identified the Provision 2 and 3 schools from a list provided by the CDE's Nutrition Services Division. Extracted data for the Provision 2 and 3 schools from page 48 of the 2010-11 ConApp Part II.

- Using this data set, calculated the *percentage* of students eligible for free priced meals and the percentage of students eligible for reduced priced meals as follows:

- For students eligible for free meals: Divided the number of free meal eligible students by the total enrollment on the ConApp to create the percentage free column.
- For students eligible for reduced price meals: Divided the number of reduced price meal eligible students by the total enrollment on the ConApp to create the percentage reduced column.

For example: Dividing 163 by 301 results in a 54% free eligible student count, and dividing 121 by 301 results in a 41% reduced eligible student count for this school.

School	ConApp Enrollment	Free	Reduced	% Free	% Reduced
ABC School	301	163	121	54%	41%

- Calculated the 2011 *count* of free meal eligible students and the count of reduced price meal eligible students for Provision 2 and 3 schools by multiplying the percentage for each by the CALPADS enrollment count.
 - For students eligible for free count: multiplied the 2011 CALPADS enrollment by the percent Free on the 2010-11 ConApp to extrapolate the (current year) free count.
 - For students eligible for reduced count: multiplied the 2011 CALPADS enrollment by the percent Reduced on the 2010-11 ConApp to extrapolate the (current year) reduced count.
- For the total FRPM count and percentages for Provision 2 and 3 schools:
 - Added the extrapolated free count with the extrapolated reduced count to get a total eligible for FRPM (column M).
 - Added % Free from ConApp with % Reduced from ConApp to get percentage FRPM (column N).

For example:

- Multiplying 0.54 by 456 results in a 246.24 (rounded to 246) which is the extrapolated free count

- Multiplying 0.41 by 456, results in a 186.96 (rounded to 187) which is the extrapolated reduced count
- Adding 246 + 187, results in 433 which is the extrapolated FRPM count
- Add 0.54 + 0.41, results in 0.95 which is the extrapolated FRPM percent

CALPADS Enrollment	% Free from 2010 ConApp	% Reduced From 2010 ConApp	Extrapolated Free Count	Extrapolated Reduced Count	Extrapolated FRPM count	Extrapolated FRPM %
456	54%	41%	246	187	433	95%

Step 4. Created the downloadable file

Included the following in the downloadable file:

- Certified CALPADS 2011-12 enrollment (ages 5-17) for all schools (column J in downloadable file)
- Certified CALPADS 2011-12 total eligible for FRPM for non-Provision 2 and 3 schools (column M)
- Percent FRPM of total enrollment calculated in Step 2 for non-Provision 2 and 3 schools (column N)
- Count of students eligible for free meals and count of students eligible for reduced price meals calculated in Step 3 for Provision 2 and 3 schools (columns K and L)
- Percent FRPM calculated in Step 3 for Provision 2 and 3 schools (column N)