



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING



JENNIFER M. GRANHOLM  
GOVERNOR

MICHAEL P. FLANAGAN  
SUPERINTENDENT OF  
PUBLIC INSTRUCTION

March 2, 2009

**MEMORANDUM**

**TO:** MEGS Authorized Officials  
MEGS Main Contact for October Free Eligibles Application

**FROM:** Michael W. Radke, Ph.D. *MWR*  
Assistant Director, Office of School Improvement

**SUBJECT:** October 2008 Free Eligible Counts for Public School  
Buildings and Residential Child Care Institutions (RCCIs)

This is to inform you that the October 2008 Free Eligible Counts for Public School Buildings and Residential Child Care Institutions (RCCIs) is ready to be initiated in the Michigan Electronic Grants System (MEGS). The counts that are submitted on this form will be used to determine 2009-10 allocations under Section 31a of the State School Aid Act, as well as the statewide counts needed for allocations under the No Child Left Behind Act of 2001.

Section 31a legislation specifies that the count used will be the October 31, 2008, final adjusted count of membership pupils who met the income eligibility criteria for free breakfast, lunch, or milk. Since the count that is submitted to the Department for meal reimbursement purposes may include children and adult students who do not meet the definition of membership pupil, it may be necessary to adjust the count used for Section 31a using Part 1 of the October counts form. Part 2 allows districts to include membership pupils who are educated in residential child care institutions and are eligible for free breakfast, lunch or milk. Section 31a allocations for public school academies without October 2008 counts will be based on their October 2009 counts.

Title I allocations for school districts will be based on estimated 2007 census poverty counts, as is required by the Title I legislation. To determine Title I allocations for public school academies, the Michigan Department of Education is required to use the statewide totals of census poverty counts and free eligible counts to obtain an equating factor, which is then applied to the free eligible counts for each academy to obtain an "equated" census poverty count.

**STATE BOARD OF EDUCATION**

KATHLEEN N. STRAUS – PRESIDENT • JOHN C. AUSTIN – VICE PRESIDENT  
CAROLYN L. CURTIN – SECRETARY • MARIANNE YARED MCGUIRE – TREASURER  
NANCY DANHOF – NASBE DELEGATE • ELIZABETH W. BAUER  
REGINALD M. TURNER • CASANDRA E. ULBRICH

608 WEST ALLEGAN STREET • P.O. BOX 30008 • LANSING, MICHIGAN 48909  
www.michigan.gov/mde • (517) 373-3324

Page 2  
March 2, 2009

To adjust and submit your October 2008 counts, district and public school academy administrators with a Level 5 MEGS security clearance should log in to MEGS at <http://megs.mde.state.mi.us/megs> and initiate the October Free Eligible Counts (FY 2009) application. More detailed information and instructions can be found in the MEGS "Help" screens once you have initiated the application. This correspondence and a link to the MEGS website can be found at the Office of School Improvement website at <http://www.michigan.gov/osi>; click on the "Field Services" box, and under "Current Topics" click on "October 2008 Free Eligible Counts".

Your October 2008 counts should be submitted in MEGS by **March 20, 2009**. **The March 20, 2009 deadline is critical due to additional funds that will be received through the 2009 American Recovery and Reinvestment Act.** School districts and academies submitting after this date will have their allocations for all programs within the Consolidated Application withheld until the allocation processes for all other districts and academies are complete, usually sometime after September 1st. Should you have any questions, please contact Becky Pennington, Office of School Improvement, at 517-373-4006 or [PenningtonB@michigan.gov](mailto:PenningtonB@michigan.gov).