



## State of New Jersey


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TO: Board Secretary/Business Administrator of Public School Districts Not  
Participating in any Federally Funded School Nutrition Program

FROM: Arleen Ramos-Szatmary, Coordinator   
Division of Food & Nutrition

DATE: August 14, 2025

SUBJECT: **School Year 2025-2026 School Nutrition Required Materials**

School districts that are not participating in any of the federally funded School Nutrition Programs are required to follow two state procedures regarding school nutrition:

In accordance with N.J.A.C. 2:36-1.4, Child Nutrition Programs, the Application for Free and Reduced Price School Meals, How to Apply for Free and Reduced Price School Meals and Frequently Asked Questions/Letter to Parent must be distributed to the parent or guardian of each student enrolled in your school. The purpose of the survey is to determine which students are eligible to receive free or reduced price meals and/or free milk and to determine the 5 percent threshold as defined in N.J.S.A. 18A: 33-5.

A sample Letter to Parent, the SY 2025-2026 Application for Free and Reduced Price School Meals and the How to Apply for Free and Reduced Price School Meals are enclosed.

These documents must be distributed to all households at the start of the school year. In addition, a form to give parents the option of NOT having their information shared with NJ FamilyCare must also be sent to each household. Any of these completed forms that are returned by parents should be kept in the district main offices.

Also, in accordance with N.J.A.C. 2:36-1.6, any school in which 5 percent or more of the school enrollment is found to be eligible for free or reduced price meals shall offer lunch to all students enrolled in that school. Free and reduced price lunches must be offered to all qualifying children. The income eligibility guidelines are enclosed for determining the applications, effective July 1, 2025. Although school districts are not required to participate in the National School Lunch Program, they are required to provide a lunch meal if they exceed the 5 percent threshold. Such lunches must meet the minimum nutritional standards established by the U.S. Department of Agriculture (7CFR 210.10 and 220). A survey form is enclosed to report the numbers of free or reduced price eligible students determined as a result of the required survey. **This completed Survey Results form must be returned to this office no later than October 24, 2025.** The

form can be emailed to [SNP@ag.nj.gov](mailto:SNP@ag.nj.gov). Please reference *Non-Participating School* in the subject line.

We encourage you to consider participation in one or more of the federally funded School Nutrition Programs. If you would like more information regarding any of the School Nutrition Programs or how to apply to participate, please call our office.

If you have any questions, please contact this office at [snp@ag.nj.gov](mailto:snp@ag.nj.gov) or (609) 984-0693.