



Clovis Municipal Schools

**CHILD NUTRITION
1009 N. Main Street
Clovis, NM 88101**

May 10, 2011

Dear Parent/Guardian:

Congratulations on having a student enrolling at Clovis High School Freshman Academy! In an attempt to avoid any unnecessary meal charges to the account we just wanted to take a minute to assist you to start the new school year without worry.

As you know, Marshall Middle School is a Provision Two School where all students receive meals at no charge. The Clovis High School Freshman Academy is not a Provision Two School so transfer students will maintain a free eligibility for the first 30 days of school. Please turn in your application early to ensure proper processing time, because after the end of September 2011, if a the new year's Free and Reduced Meal Application has not been processed your student will automatically go to Full Price Meals, **and you will be responsible for all charges made to the account.** If you do not receive the eligibility letter or are uncertain, please call our office for assistance.

We are asking parents/guardians to take a minute to come by our office at 1009 N. Main Street after July 15, 2011 and complete the 2011 – 2012 Free and Reduced Meal Application. We cannot stress enough the importance of taking care of this before school begins to avoid any unnecessary charges to the account.

If you have any questions, please call our office at (575) 769-4300. Thank you for your assistance.

Have a great summer.

Sincerely,

Paul Klein
Director of Child Nutrition