



# LUDINGTON AREA SCHOOLS

## Administrative Offices

**Dr. Kyle Corlett**  
Superintendent

**Jesse Rickard**  
Director of Business Services

June 22, 2022

RE: P-EBT Supplemental Food Assistance Benefits

Dear Parents, Guardians, and Families:

The Michigan Department of Health and Human Services (MDHHS) and the Michigan Department of Education have been working collaboratively to provide supplemental food assistance benefits to students who may have temporarily lost access to free or reduced-price meals at school due to the COVID-19 pandemic. The district has offered in-person instruction and regular school meals for the entire school year. However, students may still qualify for additional P-EBT benefits based on their school's eligibility status, and the free or reduced status of the student.

All LASD schools, grades K-12, have met the **school** eligibility requirements for these P-EBT benefits beginning in September 2021. However, the district is still required to monitor and record the primary attendance type for each school on a monthly basis to determine the availability of benefits. The primary attendance type for each month is specific to the individual school, and not the district as a whole. This primary attendance type is determined by a review of several factors related to the types of instruction offered during each month of the school year, including:

- a) Any school days that a school was closed due to COVID-19
  - b) Any school days that a school changed instructional options due to COVID-19
  - c) The learning option that the majority of students in each building were participating in
- \*This **does not include** any day that the school was closed due to a staff shortage (Nov 8-12).  
\*\*This **does not include** any day that the school was closed due weather (Jan 5-7 and Jan 10).  
\*\*\*This **does** include the days that the school switched to Virtual Learning (Feb 7, 11, 22, 23).

Based on these factors, these were the primary instruction types for all schools:

- a) **September-January:** Primarily In-Person
- b) **February:** Primarily Hybrid
- c) **March–June:** Primarily In-Person

In months where a school is determined to be **Primarily Hybrid**, the parent or guardian of eligible free and reduced students will receive a notification directly from MDHHS with details regarding the automatic issuance of P-EBT benefits. The district does not have access to the specific benefit amounts or other details related to this notification. **If your student was 100% virtual for any of these Primarily Hybrid months, a parent or guardian may request reconsideration.**

In months where a school is determined to be **Primarily In-Person**, **P-EBT benefits will not automatically be issued.** Benefits are instead issued on a case by case basis for eligible free and reduced students that have participated in remote learning for any part of that month. In order to be considered for benefits on these **Primarily**

*In-Person* months, a parent or guardian may request reconsideration. **If your student was 100% virtual for any of these Primarily In-Person months, a parent or guardian may request reconsideration.** You may also request reconsideration if your student did not receive instruction in-person for some or all the month due to a COVID-19 related absence, such as:

- a) A day that your student was absent due to a COVID-19 positive test or being a close contact
- b) A day that your student's school was switched to Virtual Instruction instead of In-person (February only)

The P-EBT Reconsideration Form is available on the State of Michigan P-EBT website [www.Michigan.gov/pebt](http://www.Michigan.gov/pebt) along with some other helpful documents that are linked below:

- a) [Parent/Guardian Frequently Asked Questions](#)
- b) [Parent/Guardian Frequently Asked Questions \(Spanish\)](#)
- c) [P-EBT Reconsideration Form](#)
- d) [P-EBT Reconsideration Form \(Spanish\)](#)

If you are seeking reconsideration, you will need to email Nita Larabee at [nlarabee@lasd.net](mailto:nlarabee@lasd.net) **by June 24th**. You will need to include the following in your email:

- a) Student's Legal Name
- b) Student's Date of Birth
- c) Student's Grade Level for 21-22
- d) Months you are requesting Reconsideration
- e) Reason *for each month* (student was absent for COVID reason, student was 100% Virtual, school had Virtual Instruction)

Once Nita receives your request, she will populate Section 1 and Section 2 of the Reconsideration form based on information that is in PowerSchool for your student. She will also complete Section 3 to certify that the information is accurate. Nita will then email the Reconsideration form back to you using the same email address that you used to contact her. You will then need to complete Section 4 by checking the box at the top of the page and providing your name, phone number, signature, and date. The completed reconsideration form and district certification must be completed, signed, and mailed to the MDHHS address listed in Section 4 or emailed to [MDHHS-PEBT@michigan.gov](mailto:MDHHS-PEBT@michigan.gov) **by June 30, 2022**. If you have questions, please email Nita Larabee at [nlarabee@lasd.net](mailto:nlarabee@lasd.net).

More information is available at [www.Michigan.gov/pebt](http://www.Michigan.gov/pebt) or by calling 1-833-905-0028.

Sincerely,



Jesse Rickard  
Director of Business Services  
Ludington Area School District