

NON-INSTRUCTIONAL OPERATIONS

Free and Reduced Price Food Services

FREE AND REDUCED PRICE MEAL APPLICATIONS (NON-COMMUNITY ELIGIBLE PROGRAM SCHOOLS)

- Each summer, paper copies of the application for free and reduced meals will be distributed via U.S. Mail to each household in the district no later than July 31st.
- A link to an electronic application for free and reduced meals will be available from August 1st through the last day of school at <http://www.ksd.org/District/Departments/Nutrition-Services>
- For families that do not speak English and need assistance in completing applications for free or reduced meals, they can get support by contacting the District's Federal Programs office at 509-222-5031.
- If school authorities believe a student is likely to qualify for free or reduced price meals but an application has not been submitted on their behalf, an administrator in their school shall complete one for them.

DIRECT CERTIFICATION QUALIFICATION FOR FREE MEALS

- The liaison for students in transition shall communicate at least weekly with Nutrition Services to update the list of homeless students who qualify for free meals.
- School administration shall communicate at least weekly with Nutrition Services to ensure that all students who enroll with the District and identify as a migrant, foster or runaway student are qualified for free meals.
- Nutrition Services shall upload from the State the list of students who qualify directly for free meals at least weekly.

December 17, 2019