

HERRON-RIVERSIDE HIGH SCHOOL

2023-24 LUNCH, POWERSCHOOL, AND SCHOOL FEES INFORMATION

School Fees, bus passes, and other resources are determined based on a student's lunch status. In order to receive a free or reduced lunch status, you need to submit a lunch application each year.

Herron-Riverside High School is a part of the Community Eligibility Provision (CEP) for meals served on the National School Lunch Program and School Breakfast Program for the 2023-2024 school year. All students enrolled at Herron-Riverside are eligible to receive a healthy breakfast and lunch at school at no charge each day. Extra free or reduced meals or a la carte items will be charged full price. While schools operating under CEP do not require individual income verification, to support cross-agency data sharing and fulfill statewide reporting requirements, schools are strongly encouraged to have each student submit the [2023-2024 Household Application for Curricular Materials form](#). This form provides the state with pertinent student information and serves as a measure for identifying students of poverty, essential for Title I schools.

If you know your student will not qualify for free or reduced lunch status, please skip #1 below and follow instructions for #2 K12PaymentCenter.com and #3 PowerSchool.

MUST DO CHECKLIST FOR EVERY FAMILY

Returning Families:

- 1) Submit a lunch application in lunchapplication.com if you would like to apply to see if you qualify to receive benefits. **MUST DO THIS EVERY YEAR.**
- 2) Make sure you have a login and password for your student's lunch account in K12PaymentCenter.com and *check for unpaid lunch charges from past years.*
- 3) Make sure you have a login and password for parent PowerSchool access. *Please check for unpaid school fees.*

New Families:

- 1) Submit a lunch application in lunchapplication.com if you would like to apply to see if you qualify to receive benefits. **MUST DO THIS EVERY YEAR.**
- 2) Set up a student lunch account in K12PaymentCenter.com.
- 3) Set up parent access in PowerSchool. *Password information will be listed on your student's schedule which they will receive on August 8. Please make a copy for your records.*

PLEASE SEE INSTRUCTIONS AND DETAILS FOR EACH STEP BELOW

Due Date to submit lunch applications is September 20, 2023

STEP #1 LUNCH APPLICATION

Submit a lunch application online regardless of prior year lunch status – unless you received a letter from the Herron Classical Schools stating that your family was directly certified by the state. The letter will be sent by email if possible, and if not, by regular mail.

**If you know that your family does not qualify for assistance, do not submit a lunch application. Please move to Step 2 K12 Payment Center.*

Go to www.lunchapplication.com and click "Apply Now".
Select Indiana as the "State" and Herron Classical Schools as the "School District".

- Please enter the last four digits of the Head of Household or check the box No SSN.
- Please list **every** Herron Classical Schools student as a **Student** and others as Household Members. *List only one parent/guardian email address to ensure you receive status notification via email.* Both parent/guardian emails can be entered in PowerSchool.
- If you participate in SNAP or TANF, you will need to know your ten digit case number that begins with 10 or 60. The state will not accept a Medicaid case number so do not enter a case number, but proceed to enter household income to see if your family qualifies for benefits.
- If you do not participate in SNAP or TANF, you will need to report your total household income to determine if your family qualifies.
 - List all gross (not net) income for all who have a job.
 - List all Social Security or retirement benefits. Report the amount and frequency of the payments.
 - List all additional sources of income. Report the amount and frequency of the payments.
- If you do not have access to the internet, pick up a paper application from the student services desk at your school.
- You will receive a letter no later than 10 days *after the lunch application is downloaded in our processing system*, by email or mail, letting you know your student's lunch status.

STEP #2 K12 PAYMENT CENTER

Set up or access a student lunch account. Only Additional breakfast and lunch meals or ala carte items will be charged. Please set up an account regardless of lunch status. If you had previously set up an account, please make sure you can access that account. This shows meal activity and outstanding breakfast and lunch charges.

PowerSchool does not show meal activity.

One (1) breakfast meal and one (1) lunch meal will be free to all students regardless of lunch status. A second meal or ala carte items may be purchased if the student has available funds in their account.

Go to www.K12PaymentCenter.com to set up your account or to access your existing account.

- First time users click "Sign Up." Select Indiana as the "State" and Herron Classical Schools as the "District" from the drop-down lists.
- Fill in your information to set up the account.
- Click "Manage Students" to add your student(s) with their last name and student ID number (the student ID number is located on your student's 2023-2024 schedule and it is also in PowerSchool).

STEP #3 POWERSCHOOL

Parents as well as students have a login and password in PowerSchool. It is important that a parent or guardian is logging in frequently throughout the year into PowerSchool to see school fees, access grades, log entries, attendance and other important information. You are also able to view the daily announcements.

Set up or access PowerSchool. The parent login information can be found on your student's schedule which will be available August 8 so please make a copy for your records.

- If you do not have access to your student's schedule, please contact Cindi Browning at cbrowning@herronhighschool.org.
- There is also an app for your cell phone that you can set up. Use code PFCL.

SCHOOL FEES

2023-24 School fees will be assessed later in the semester, usually in October or November. You will receive notice of the fees through your email, and your student's lunch status **does** affect the amount of the fees. Check your email address this fall for fee invoices and a fee explanation letter.

PAYMENT METHODS FOR LUNCH AND SCHOOL FEES

There are several options to **make payments towards your outstanding fee balances and/or lunch charges**:

LUNCH and SCHOOL FEE PAYMENTS

- Pay School Fees online in e-funds by clicking this link:
[e~Funds for Schools \(efundsforschools.com\)](http://efundsforschools.com)
- Pay Meal Fees online in the K12 Payment Center.
- Send payments (either cash or check) with your student to deliver to the Student Services desk.
- Mail a check: Herron High School
Attn: Business Office
110 16th Street
Indianapolis, IN 46202

With all payments, please make note of your student's full name and school to ensure payment is applied appropriately.

If you have any questions or concerns, please reach out to Mary Ann Beale or Michelle Krauter at the contact information below.

Mary Ann Beale
School Business Manager
mbeale@herronclassical.org

Michelle Krauter
Controller
mkrauter@herronclassical.org