

KETTERING CITY SCHOOLS FOOD & NUTRITION SERVICES

Frequently Asked Questions About Free and Reduced Price School Meals

2021 – 2022

Dear Parent/Guardian:

Children need healthy meals to learn. **KETTERING CITY SCHOOLS** offers healthy meals every school day. Breakfast costs are \$1.65/Elementary, \$1.90/\$2.50 Middle School and \$2.00/\$2.50 High School; lunch costs are \$2.40/Elementary, \$2.65/\$3.15 Middle School and \$2.95/\$3.40 at the High School. **Your child might qualify for free meals or for reduced price meals.** Reduced price is 30¢ for breakfast and 40¢ for lunch. This packet includes an application for free or reduced-price meal benefits and detailed instructions. Below are some common questions and answers to help you with the application process.

1. **Who can receive free or reduced-price meals?** All children in households receiving benefits from the Supplemental Nutrition Assistance Program (SNAP) or Ohio Works First (OWF); foster children that are under the legal responsibility of a foster care agency or court; children participating in their school's Head Start program; and children who meet the definition of homeless, runaway, or migrant are eligible for free meals. Also, your children may receive free or reduced-price meals if your household's income is within the federal income eligibility guidelines limits.

FEDERAL ELIGIBILITY INCOME CHART For School Year 2021-2022 (To qualify for reduced price meals)			
Household size	Yearly	Monthly	Weekly
1	\$23,828	\$1,986	\$459
2	32,227	2,686	620
3	40,626	3,386	782
4	49,025	4,086	943
5	57,424	4,786	1,105
6	65,823	5,486	1,266
7	74,222	6,186	1,428
8	82,621	6,886	1,589
Each Additional Person:	+8,399	+700	+162

2. **How do I know if my children qualify as homeless, migrant or runaway?** If members of your household lack a permanent address; are staying together in a shelter, hotel or other temporary housing arrangement; relocate on a seasonal basis or; children live with you who have chosen to leave their prior family or household then the children may qualify as homeless, migrant or runaway. If you have not been told your children will receive free meals, please call or email Rick Early at rick.early@ketteringschools.org or **937-499-1400** to see if they qualify.
3. **Do I need to fill out an application for each child?** No. Use one free and reduced-price school meal application for all students in your household. We cannot approve an application that is not complete. Please submit all required information. **Return the completed application to Stacie Pabst 500 Lincoln Park Blvd Suite 308, 937-499-1446.**
4. **SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE ALREADY APPROVED FOR FREE MEALS? (Direct Certification).** **No**, but please read the letter you received carefully and follow the instructions. If any children in your household were missing from your eligibility notification, contact **Stacie Pabst at (937) 499-1446** immediately.

5. **CAN I APPLY ONLINE? Yes!** You are encouraged to complete an online application instead of a paper application. The online application requirements are the same and will request the same information as the paper application. Visit <https://kettering.payschools.com> to begin or learn more information about the online process. Contact Payschools Support at 1-800-669-0792 with any questions about the online application.
6. **My child's application was approved last year. Do I need to complete another application? Yes!** Your child's application is valid for that school year and for the start of this school year. You are required to submit a new application unless the school told you that your child is eligible for the new school year.
7. **I receive Women, Infants and Children (WIC) benefits. Can my child(ren) get free meals?** Children in households participating in WIC may be eligible for free or reduced-price meals. Please submit a completed application.
8. **Will the information I give be checked?** Yes, we also may ask you to send written proof.
9. **If I do not qualify now, may I apply later?** Yes. You may apply at any time during the school year. For **example**, children with a parent or guardian who becomes unemployed may become eligible for free and reduced-price meals if the household income drops below the income limit.
10. **WHAT IF I DISAGREE WITH THE DECISION ABOUT MY APPLICATION?** You should talk to school officials. You also may ask for a hearing by calling or writing to: **Ken Lackey, Director of Business Services, (937) 499-1418** or ken.lackey@ketteringschools.org.
11. **May I apply if someone else in my household is not a U.S. citizen?** Yes. You or your child(ren) do not have to be a U.S. citizen to qualify for free or reduced-price meals.
12. **What if my income is not always the same?** List the amount that you normally receive. For example, if you normally make \$1,000 each month, but you missed some work last month and only made \$900, submit the report with the routine amount of \$1,000 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. If you have lost a job or had your hours or wages reduced, use your current income.
13. **What if some household members have no income to report?** Household members may not receive some types of income that are asked for you to report on the application or may not receive income at all. When this happens, please write a 0 in the corresponding field. However, if any income fields are left empty or blank, those also will be counted as zeroes. Please be careful when leaving income fields blank.
14. **We are in the military. Do we report our income differently?** Your basic pay and cash bonuses must be reported as income. If you get any cash value allowances for off-base housing, food, or clothing, it also must not be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income. Any additional combat pay resulting from deployment also is excluded from income.
15. **What if there is not enough space on the application for my family?** List any additional household members on a separate piece of paper and attach it to your application.
16. **My family needs more help. Are there other programs we might apply for?** To find out how to apply for Ohio SNAP or other assistance benefits, contact your local assistance office or call **877-852-0010**.

If you have other questions or need help, call **937-499-1446**

Si necesita ayuda, por favor llame al teléfono 937-499-1446

Si vous voudriez d'aide, contactez nous au numéro: 937-499-1446

Sincerely,

Stacie Pabst

Supervisor of Food & Nutrition

only children enrolled in **free** and reduced-price **meals** (either as a result of direct certification through SNAP, TANF, MA, etc. – or – through