

From: Conner, Dede - KDE Division Director
Sent: Wednesday, February 9, 2022 3:05 PM
To: All State KSIS Contacts
Subject: KSIS Notification: Homeless Children and Free Meal Benefits

KSIS Points of Contact – FYI

The information below was shared with Homeless Coordinators today.

From: Harris, Mark - Division of School and Program Improvement
Sent: Wednesday, February 9, 2022 2:43 PM
Subject: Homeless Children and Free Meal Benefits

Dear Homeless Coordinators,

The McKinney-Vento Act names several collaborative partners, either by program name or by general description (e.g., local housing agencies), with which local liaisons must work to meet the needs of homeless children and youth. Information about those partners, the laws that authorize their activities and collaborations, and descriptions of services they offer are listed in the [Homeless Liaison Toolkit](#) (Chapter 11 and Appendices 11A and 11B). This section is outlined in this email for reference.

National School Meals Programs

Legal Authority: National School Lunch Act, 42 U.S.C. § 1751 et seq.

This Act establishes that **homeless children are categorically eligible for free meal benefits** under the National School Lunch and School Breakfast Programs. These students and families do not have to complete an application for free meals. Rather, USDA policies allow for expedited enrollment of these students to ensure they receive meals quickly. More information, including related USDA memos, are available at [Child Nutrition and WIC Reauthorization Act of 2004](#) and [Child Nutrition Programs](#).

The following brief outlines the documentation required for the direct certification of each group of highly-mobile students. [Best Practices in Interagency Collaboration: Access to Food for Homeless and Highly Mobile Students](#), NCHE 2012. For more details and resources related to students experiencing homelessness and food and nutrition, go to the National Center for Homeless Education's [food and nutrition webpage](#).

Please implement a process in which collaboration between the district Homeless Coordinator and the District Food Services Director occurs to ensure all students identified as homeless are receiving free lunch and indicated as such in your Point of Service, as well as Infinite Campus FRAM eligibility section.

KDE recommends review and updating records on a regular basis, quarterly at a minimum. To assist with this process, districts and schools can generate the **QA Homeless** report (detail option) available in IC by navigating to KY State Reporting | KDE Reports. Districts must grant appropriate school staff with access to this report. The report will output all students enrolled anytime within the academic year who have an active homeless record via Student Information |

Program Participation | Homeless. The report has a column of data labeled *Economically Disadvantaged*; this cell of data will be highlighted in yellow if the student's active FRAM record is not designated as *Free*. Any record highlighted and output as *Full Price* or *Reduced* should be reviewed and updated in the student's FRAM eligibility record. Please reference the [Homeless Children and Youth Data Standard](#) and the [FRAM Data Standard](#) for additional information and guidance.

Please be aware that the accurate recording of homeless student's free lunch eligibility has direct financial impact to the district. Capturing the correct homeless student free lunch eligibility in the Food Service Point of Service system increases the direct certification identified student percentage and therefore increases the number of total meals that can be reimbursed at the higher free reimbursement rate. Capturing the correct FRAM free eligibility for homeless students in Infinite Campus increases the number of students that are included in the SEEK At-Risk funds.

If your district utilizes the statewide point of service system, Mosaic, simply run the **Eligibility Record Student Listing Report** and select 'Homeless' for the *Student Categorical Elig* field to produce a report of all homeless students. Any student listed on the Infinite Campus **QA Homeless** report that is not listed on the point of service report should be updated in Student Maintenance to reflect their homeless direct certification status.

Questions should be directed to the appropriate staff based on content.

- Homeless Children and Youth program - [Mark Harris](#)
- FRAM Eligibility – [Samantha Engstrom](#)
- Statewide POS Mosaic system – [Timothy Cooper](#)

Thanks! Mark

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