



Kutztown Area School District

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DEPARTMENT OF FOOD SERVICES

CHRISTIAN T. TEMCHATIN, SUPERINTENDENT

WANDA F. HERRING, FOOD SERVICE DIRECTOR

~Maximize potential, embrace change, create the future~

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Dear Parent/Guardian

How to Purchase Meals

The Kutztown Area School District utilizes a Point of Sale (POS) automated payment system for all school meals purchased in the district cafeterias called School Café. The student goes through the lunch line, chooses their food items, and proceeds to the register. He/she enters their student ID# or scans their ID. Every student has his/her personal meal account based on their student ID#. Students can access their account at every register. Staff will help students become familiar with the process the first few weeks of school. If your child should forget their ID or ID#, a food service staff member can access it through the POS system.

Prepayment Options

A prepaid account for all students allows parents to deposit money in their child's account, for any amount, at any time, without concerns about giving your child the exact change every morning.

1. Prepay Online – Deposits can be made using a credit card, debit or electronic check to a student's account from the district's website at www.kasd.org. After logging into the website, go to the parent portal, food services and click on the School Café link. Details about the program can be found on the Parent Online Payment service information section. We recommend using this option.
2. Check or Cash – Deposits can be submitted by using check or cash. Place the money in an envelope with your child's ID# on the check and have the child give it to the cashier. If there is more than one student in a family, one check can be deposited as long as you list the ID#'s of each student and indicate the amount to deposit to each account.

The free/reduced lunch information is securely contained within the system and the meal will be processed just as it is for all students. Applications for free/reduced price meals are posted on our website and are available from food service and building offices. A new application must be completed and returned to the food service office each new school year. Applications can now be filled out online using the School Café link. Following a review of each application, parents/guardians are notified of their child's eligibility for free, reduced or full paid lunch. It only takes a few minutes to complete the application, so whether you might think you qualify or do not qualify, take the time to complete an application. If you need help or have any questions on how to complete the application, please give me a call.

Thank You,
Wanda Herring

Wanda Herring
Food Service Coordinator
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Kutztown area School District does not discriminate in our educational programs, activities or employment practices, based on race, color, national origin, sex, disability, age, religion, ancestry or any other legally protected classification. This policy is in accordance with state and federal laws, including Title VI of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and the Pennsylvania Human Relations Act. Information relative to special accommodation, grievance procedure, and the designated responsible official for compliance with Title VI, Title IX and Section 504 may be obtained by contacting the school district.
EOE.