

## Infinite Campus Child Nutrition Check List

- Functional Point of Sale System set up
  - Paper roster available for backup.
  - Reduced and State Price set to Zero for breakfast and lunch
- Functional Online Free and Reduced Application Module
  - Work with Infinite Campus Implementation Team for setup
    - Applications must be processed within 10 days
  - Enable State 225 Event and Action to correctly determine State Meal Eligibility in the Infinite Campus FRAM Module.
    - [State 225 event and actions instructions](#)
  - Only Federal Determinations print automatically on the Approval Denial Notice – State Eligibility needs to be notified by an alternate method
  - State Meal Eligibility is currently only visible in the eligibility details
  - Reporting in Infinite Campus does not reflect State Eligibilities currently
- Verify 2025-2026 Student Eligibility Data
  - Verify All Income based Free or Reduced Student
  - Verify State 225 students have 'State Meal Eligibility' Checked
    - They will still have a NON-DIRECT / PAID / INCOME in the eligibility section
    - Only the 'State Meal Eligibility' check box will be checked
  - Errors have been seen where Direct Certifications show as Direct Foster or Direct Runaway as the category
    - These need to be corrected to the proper category of SNAP, TANF, or Medicaid
- Turn on Districts Direct Certification 'Automated File Reporting' in STARS
  - District Must Enable Transmission Start Date and Frequency
  - Default Transmission Date is 09/01
  - NDDPI turns on the State turns on the process between Aug 10-15 each year
  - Once Data Starts Flowing – Direct Certification report are available in STARS
    - Use Export to CSV not Export to PDF
  - DC students will eventually be automatically indicated in Infinite Campus

Purchasable Items ☆

Purchasable Item Detail

Name: (Required)  
Student Breakfast

Item Category: (Required)  
Breakfast Meal

Federal Programs:  
BKFT

Category Type:  
Meal

State Eligibility Meal  
Auto State Meal pricing option

Description: (Required)  
Student Breakfast

Purchasable Item Pricing

Pricing changes should not be made during an active serving period.

| EFFECTIVE DATE   | NON-REIMBURSABLE PRICE (REQUIRED) | PAID PRICE (REQUIRED) | REDUCED PRICE (REQUIRED) | FREE ELIGIBLE                       | STATE PRICE (REQUIRED) |
|------------------|-----------------------------------|-----------------------|--------------------------|-------------------------------------|------------------------|
| 7/29/26, 1:24 PM | \$2.51                            | \$2.10                | \$0.00                   | <input checked="" type="checkbox"/> | \$0.00                 |

Eligibility Detail

School Year (Required)  
25-26

Start Date (Required)  
08/19/2025

End Date (Required)  
10/01/2026

Eligibility Type (Required)  
Meal

Eligibility (Required)  
Paid

Source \*  
☒ Non-Direct  
☐ Direct

Opt Out Medicaid  
☐

State Meal Eligibility  
Household application qualifies for State meal pricing  
☒

Update Cancel Delete

Direct Certification

STARS Home • Direct Certification

Export

Available Exports:  
Direct Certification Students

Selected Export Description:  
Export list of Direct Certification students for a district

Export to CSV Student Lookup Export

| DirectCertEnrollmentDate | CaseNumber | DHSSourceSystem | EligibleDate |
|--------------------------|------------|-----------------|--------------|
| 8/22/2026                | 89662      | DHS-FS          | 8/23/2026    |
| 8/22/2026                | 78523      | DHS-FS          | 8/23/2026    |
| 8/22/2026                | 12585      | DHS-AF          | 8/23/2026    |
| 8/22/2026                | 52256      | DHS-MR          | 8/23/2026    |
| 8/22/2026                | 452256     | DHS-MF          | 8/23/2026    |
| 9/7/2026                 | 52256      | DHS-FS          | 9/7/2026     |
| 9/7/2026                 | 52225      | DHS-MR          | 8/23/2026    |

- Meal statuses need to be entered into Infinite Campus.
  - If you are using Infinite Campus to process all determinations this will be done automatically
  - If you are not using Infinite Campus meal status will have to be manually entered into IC
    - Automatic imports are in the works
  - Use the Certification Types that are listed in the Rank Chart.

| Rank | Certified Type                            | Source     | Eligibility |
|------|-------------------------------------------|------------|-------------|
| 1    | SNAP (DHS-FS)                             | Direct     | Free        |
| 2    | TANF (DHS-AF)                             | Direct     | Free        |
| 3    | Medicaid (DHS-MF)                         | Direct     | Free        |
| 4    | FDPIR, Foster, Homeless, Migrant, Runaway | Direct     | Free        |
| 5    | Income (Free)                             | Non-Direct | Free        |
| 6    | Medicaid (DHS-MR)                         | Direct     | Reduced     |
| 7    | Income (Reduced)                          | Non-Direct | Reduced     |
| 8    | Income (State)                            | Non Direct | State 225   |
| 9    | Income (Paid)                             | Non Direct | Paid        |

Source \*

☒ Non-Direct  
☐ Direct

Opt Out Medicaid  
☐

Certified Type (Required)

Income

Categorical

Override

Runaway

Homeless

Foster

Migrant

Even Start

Head Start

ROCI

Early Childhood

Medicaid

Declined

Denied

Did Not Apply

Direct

Eligibility (Required)

Reduced

Free

Reduced

Paid

Non-reimbursable