



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING



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GOVERNOR

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SUPERINTENDENT OF
PUBLIC INSTRUCTION

January 26, 2009

MEMORANDUM

TO: Local and Intermediate School Superintendents, Public School Academy Directors, Nonpublic School Administrators, and Residential Child Care Institutions

FROM: Carol Wolenberg, Deputy Superintendent

SUBJECT: National School Lunch Program Verification Summary Report

Annually, each Local Educational Agency (LEA) is required to select and verify a sample of its School Year 2008-2009 applications for free and reduced price school meal benefits by November 15. The outcome of these verification activities must be reported to the Michigan Department of Education (MDE) via the Web-based Local Educational Agency Review System (LEARS). The LEARS Verification Summary Report is due March 1, 2009.

The Website login for reporting the results of this process is now open, and accessible through the MEIS home page at: <http://www.michigan.gov/meis>. A reminder email will be sent to the designated contact(s) in your educational agency for whom a Child Nutrition Programs Security Authorization Form was previously submitted to MDE requesting access to the LEARS Verification Summary Report. The food service director designated in your agency's 2009 School Meals Child Nutrition Application Program (CNAP) will also be sent an e-mail notification.

Please check with your staff to make certain that verification has been completed and verification data has been compiled and reported in the LEARS Verification Summary Report **before March 1, 2009**. If you have any additional questions, please refer to the Food Service Administrative Policy No. 4 School Year 2008-09 Verification of Eligibility for School Meals at:

http://www.michigan.gov/documents/mde/4_Verification_251276_7.doc, call 517-373-3347, or email MDE-SFAVerificationReport@michigan.gov.

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