



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING

RICK SNYDER  
GOVERNOR

MICHAEL P. FLANAGAN  
STATE SUPERINTENDENT

January 17, 2013

**MEMORANDUM**

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

FROM: Carol Wolenberg, Deputy Superintendent *Carol*

SUBJECT: National School Lunch Program Verification Summary Report

Each Local Educational Agency (LEA) is required to select and verify a sample of its School Year 2012-2013 applications for Free and Reduced Price School Meal Program 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) annually. Please note the LEARS report is due earlier this year than in previous years. **The LEARS Verification Summary Report is due February 15, 2013.**

The Website login for reporting the results of this process is now available and is accessible through the MEIS home page at <http://www.michigan.gov/meis>. A reminder e-mail will be sent to the designated contact(s) in your educational agency that have submitted a Child Nutrition Programs Security Authorization Form to MDE requesting access to the LEARS Verification Summary Report. The Food Service Director designated in your agency's 2013 MEGS+ School Nutrition Program application 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 by **February 15, 2013**.

If you have any additional questions, please refer to the Food Service Administrative Policy No. 5 School Year 2012-2013 - Verification of Eligibility for School Meals at [http://www.michigan.gov/documents/mde/5\\_Verification\\_of\\_Eligibility\\_for\\_School\\_Meals\\_399229\\_7.pdf](http://www.michigan.gov/documents/mde/5_Verification_of_Eligibility_for_School_Meals_399229_7.pdf) or e-mail [MDE-schoolnutrition@michigan.gov](mailto:MDE-schoolnutrition@michigan.gov).

cc: Michigan Education Alliance

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