



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING



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PUBLIC INSTRUCTION

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

FROM: Carol Wolenberg, Deputy Superintendent *cw*

SUBJECT: On-Site Review for National School Lunch Program, School Breakfast Program, and Afterschool Snack Program

National School Lunch Program (NSLP) Regulations 7 CFR 210.8 (a) (1) require that a School Food Authority (SFA), with more than one building, must conduct an on-site review in each building *annually* before February 1. Additionally each Afterschool Snack Program must be reviewed by the SFA two times per year [7 CFR 210.9 (c) (7)].

The on-site review requires the following assessment:

National School Lunch Program (NSLP) and School Breakfast Program (SBP):

- Application Approval/Direct Certification/Master Roster
- Meal Count Systems
- Edit Checks
- Meal Planning and Food Production

Afterschool Snack Program:

- Area Eligibility Meal Count System
- Non-Area Eligibility Meal Count System
- General Operations
- Meal Patterns/Food Production

More specific details for the items listed above and the on-site review forms are included in Food Service Administrative Policy No. 9, School Year 2009-2010 – On-Site Review – National School Lunch Program, School Breakfast Program, and Afterschool Snack Program, available at

http://www.michigan.gov/documents/mde/9_On-Site_Review_301936_7.doc.

Questions regarding the On-Site Review of the NSLP, SBP, and Afterschool Snack Program should be directed to the School Nutrition Training and Programs unit at MDE-schoolnutrition@michigan.gov or 517-373-3347.

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