



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING



MICHAEL P. FLANAGAN
SUPERINTENDENT OF
PUBLIC INSTRUCTION

January 13, 2011

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

Annually, each Local Educational Agency (LEA) is required to select and verify a sample of its School Year 2010-2011 applications for Free and Reduced Priced 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). The LEARS Verification Summary Report is due March 1, 2011.

The Website login for reporting the results of this process was open as of January 15, 2011, and 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 2011 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, 2011**.

If you have any additional questions, please refer to the Food Service Administrative Policy No. 5 School Year 2010-2011 - Verification of Eligibility for School Meals at: <http://www.michigan.gov/documents/mde/No. 5 - Verification of Eligibility for Sch Meals 333750 7.doc>, call 517-373-3347, or e-mail MDE-schoolnutrition@michigan.gov.

cc: Michigan Education Alliance

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