

**Florida Department of Agriculture and Consumer Services
Division of Food, Nutrition and Wellness**

**VI. National School Lunch Program
On-Site School Review**

DOACS requires this review be completed annually by February 1st.

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Sponsor Name: Miami-Dade County Public Schools

Site Name:

WILLIAM LEHMAN
ELEMENTARY

Location Number

Sponsor Number: 01-0013

Date of Review:

I. Master Roster

- 1. Is a master roster used in the meal count system? Yes No N/A
- 2. Do names listed on the master roster match approved applications on file and on the direct certification list? Yes No N/A
- 3. If more than one roster is used (e.g. master roster / ticket issuance roster / food service line roster), are all rosters the same format? Yes No N/A
- 4. Are all rosters updated as required reflecting current eligibility status? Yes No N/A

II. Meal Count System (as determined by observation of the meal service)

- 1. Does the meal count system produce an accurate count of reimbursable meals by category (i.e. free, reduced price, paid) served to eligible children? Yes No N/A
- 2. Are the approved meal count procedures implemented? Yes No
- 3. Does the meal count system prevent overt identification? Yes No N/A
- 4. Does the school have a trained substitute cashier? Yes No N/A
- 5. Does the school have a backup counting system in case of mechanical failure of an automated system? Yes No N/A

III. Meal Counting, Recording, and Edit Checks

- 1. For any day during the review month, does the number of meals claimed by category (i.e. free, reduced price, and paid) exceed the number of approved free, reduced price, and paid eligibles? Yes No N/A
- 2. If Yes, is there an acceptable reason why the number exceeded? Yes No N/A
- 3. Was documentation maintained? Yes No N/A

IV. Reimbursable Meals and Production Records

- 1. Does the school follow the menu plan as approved and published? Yes No
- 2. Does the menu as planned meet all of the meal requirements for a Yes No

reimbursable meal?

3. Do infant and pre-k meals meet the updated infant and pre-k meal pattern requirements? Yes No N/A

4. Are production records accurate? Yes No

5. Do production records document sufficient amounts of prepared food to meet the requirements for reimbursable meals for the number of meals claimed? Yes No

6. Does the site display the current "Justice for All" poster? Yes No

V. Results of Review

1. Is a corrective action plan required? Yes No

2. Is a follow-up review required? Yes No

VI. USDA Commodities

1. Does the Sponsor participate in USDA Foods? If YES, please complete the Annual Storage Facility Review. Yes No

Comments, notes and observations during this review.

Site is following all DOACS rules and regulations on day of visit.

Required Corrective Action (followup within 45 calendar days)

None

Satisfactory Off-Site Visitation Required On-Site Visitation Required Required By Date

Principal or Designee
MARYBEL BALDESSARI
Select... ▼

Food Service Manager/Satellite Assistant
MEYLI RODRIGUEZ
Select... ▼

Food Service Administrator
MANUEL PASARIN

* Keep with your program documents. Do not send to the State Agency.

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