

# Meal Counting and Claiming

Maine Department of Education  
Child Nutrition Programs  
August 17, 2022

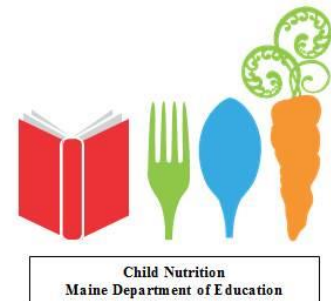
# SY 2023

- Applications collected
  - Verification completed
- Students claimed based on approved status
- Special Provisions



# Accountability

- Checklist – do not use Free, Reduced or Paid
- Tick Sheet
- Counting device
- Electronic POS
- Tickets
  - Only one meal type per student per day



# Meals not in the Cafeteria

- Meals in the classroom
- Meals delivered in the hall
- Grab and go



# Meals not in the Cafeteria

All staff serving and conducting accountability of meals must be trained on the process:

What is a meal

What is accountability

Twenty meals sent, so twenty meals served?

Document the training



# Reimbursable Meal Signage



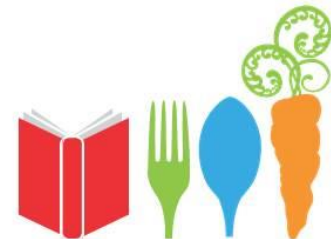
# Point of Service

- Does a student have the required components for a reimbursable meal.
- Lunch 3 components
- Breakfast 3 items
- Any required components/items
  - Yes,  $\frac{1}{2}$  cup fruit or vegetable



# Sharing Status Information

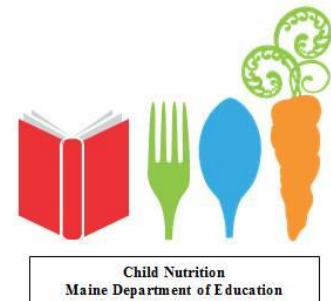
- Confidential, Confidential, Confidential
- Allowed exceptions
  - Eligibility Manual for School Meals
- Allowed exceptions with parental permission
  - List each request
  - Parent approves all or some or none.





# Confidentiality

- Student eligibility status is not shared unless an allowable exception
- Or permission from parent/guardian
  - Sample form on Child Nutrition web page



# Sharing Student Eligibility

- Can share aggregate data
- Number of students eligible for a meal benefit
  - 54% free
  - 13% reduced
  - 33% paid



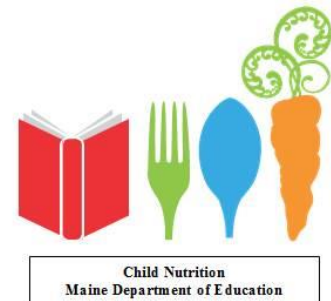
# Overt Identification

- Can someone watching at the Point of Service (POS) determine the eligibility of the student?
  - List of names with F/R/P
  - See the screen with \$ information
  - Ask the student their eligibility



# On Site Reviews

- Normally Districts are required to an On-Site Review of each school prior to February of each year.
  - Form on the Child Nutrition web page





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Maine Department of Education