



III. Meal Program Compliance Visitation

Supervisor

Shilesa Chandler

BSS:

Self Contained

School:

PAUL W. BELL MIDDLE

Date of Review:

02/09/2026

Location:

6041

ADP: Breakfast

110

ADP: Lunch

335

1. Manager adheres to the district menu and standardized recipes. Pre-approved substitutions are documented on Production and Menu Records. (F&N B-6)

yes

2. Assortment of fresh/canned fruit and 100% fruit Juice is offered throughout the serving period according to the district menu.

yes

3. Fresh salads/salad bar and/or fresh/cooked vegetables are offered throughout the serving period according to the district menu.

yes

4. All meal components meet requirements for reimbursement and correct portion sizes are served. (F&N B-1)

yes

5. Offer Versus Serve Is in effect. No pre-plating Is observed and students choose their menu items. (F&N B-1)

yes

6. Cashiers understand, recognize and ensure each tray meets current Offer Versus Serve requirements for reimbursement.

yes

7. American with Disabilities Act of 1990 and Discrimination/Harassment posters are visible.

yes

8. Offer Versus Serve and 'And Justice for All' posters are visible to the students.

yes

9. Choices are available to students throughout meal service. Production and Menu Records confirm availability of choices.

yes

10. Milk is offered in a minimum of 2 fat contents throughout the serving period. (F&N B-1)

yes

11. Potable water free of charge (water fountain, pitcher, dispenser) is accessible for students during meal service, including at alternate serving areas such as classrooms. (F&N B-16)

yes

12. All menu items for the day are on the overlay, including leftovers.

yes

13. Cashiers accurately enter each item on the student tray.

yes

14. All students enter their student ID number into the keypad.

yes

15. A verbal identifier is implemented for all students.

yes

16. Current classroom worksheets or balance reports are available. Staff is familiar with emergency meal accountability plans in the event of POS failure.

yes

17. Documentation for students with diet restrictions is on file.

yes

18. Production and Menu Records are completed on a daily basis and are up-to-date. (F&N C-6)

yes

19. Production and Menu Records accurately reflect all required data:

a. Planned servings

yes

b. Added leftovers

yes

c. Actual Prepared

yes

d. Student offered

yes

e. Adults/A la carte offered

yes

f. Total offered servings

yes

g. Servings leftover

yes

h. Leftover use

yes

i. Discard quantity

yes

j. POS counts (students & adults)

yes

k. Offered number of student meals

yes

l. Served number of student meals

yes

m. Managers signature

yes

n. Planned, offered and served number of adults

yes

o. Planned, offered and served number of staff

yes

20. Production and Menu Records document sufficient amounts of prepared food to meet the requirements for reimbursable meals for the number of meals claimed. Calculation: total portions served of reimbursable items + total meal counts (including adults and employees) must be greater than or equal to 3. (F&N C-6)

yes

21. The following documents are filed together for each serving period in an organized manner and are readily accessible: Daily attendance and production schedules, District Weekly Menu, and Meal Service Temperature Records,

yes

22. Meals served outside of the cafeteria:

a. Meals are offered to all students regardless of eligibility.

na

b. Rosters are completed at the POS (not prior). Checkmarks are made on rosters at the time each student receives their meal.

na

c. Rosters are signed and dated by staff member distributing the meals.

na

d. Completed rosters are promptly returned to the Food Service Manager.

na

e. 'And Justice For All' poster is visible at POS.

na

f. Meal distribution observed complied with procedures.

na

g. Choice of milk in 2 fat contents is offered.

na

h. Upon receipt of rosters, Manager verifies attendance bulletin against names checked off on rosters before entering meals into computer.

na

i. Manager verifies accuracy of names entered by printing POS Meal Report(s) and comparing to rosters.

na

j. Rosters, attendance bulletin and Meal Report(s) are filed with daily records.

na

k. Electronic CRCRs are completed, if needed.

na

23. All food service employees are trained regularly to meet the professional standard requirements; rosters are completed, filed at school and readily accessible upon request. {F&N G-16}

yes

24. All food service employees received Civil Rights compliance training and signed roster is posted.

yes

25. Staff avoids overt identification.

na

26. Electronic CRCRs are completed as required: Day End Procedure aborted, correcting errors/omissions to daily data, and to enter data due to power failure.

na

27. The Wellness and Physical Education Policy is posted and staff is familiar with its content.

yes

28. The Outside Line Sales Report is used for accountability of ALC Items sold on outside lines. (F&N E-7)

na

29. Sales of competitive food and beverages comply with district policies, including vending machines. Non-food service sales (i.e. : PTA, athletic clubs, etc.) comply with the district Wellness and Physical Education policy. Non-compliance issues shall be addressed with school administration.

This review reflects findings observed on this date.

Comments, notes and observations during this review.

Reminded cashier of components. Pizza (2 components, bread/protein) and salad (1 vegetable component) equal a reimbursable meal. A reimbursable meal must include a fruit or vegetable as one of the three components.

Required Corrective Action (followup within 45 days)

There is no required corrective action at this time.

Visitation Status

Satisfactory

Required by Date

Is a Supplement required?

no

SUPPLEMENT SECTION

Supplement Type

Supplement Completed Date

This review reflects findings observed on this date.

Supplemental - Comments, notes and observations during this review.

Supplemental - Required Corrective Action (follow-up within 45 days)

Principal or Designee

Food Service Mgr/Sat Asst

Submitter Name

Principal or Designee Email

Food Service Mgr/Sat Asst Email

Submitter Email

Other Recipients Selection

KCryer@dadeschools.net;rodriguez.jaquelinec@dadeschools.net;YeiselS@dadeschools.net

Other Recipients

Document Type

Meal Program Compliance Visitation

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