

PROCEDURES: Exhibit 710

SCHOOL MEALS PROGRAM

The person responsible for counting Food Service receipts in the Building will fill out the numbered receipt, including bag number and amount of receipts. The phrase "subject to count" should be written on the submitted numbered receipt.

The person (e.g., Food Service van driver, school delivery person) receiving the locked money bag will sign a receipt, with the carbon kept in the Building and the original kept in his/her possession.

Locked money bags will be delivered to Food Service Office and a numbered receipt will be issued to the deliverer. This receipt shall be kept in his/her possession.

Revised 12/16/09

Reviewed: 04/25/16, 11/11/19