

**MANUAL EDIT CHECK FOR SPECIAL CENTERS**

EDIT CHECK: ___ Breakfast ___ Lunch Serving Date: _____	CEP Sites	FREE (Non-CEP Sites)	REDUCED (Non-CEP Sites)	PAID (Non-CEP Sites)
<b>A. Total Approved</b> (CEP Sites = Total Enrollment)	- _____ _____ x .947 = _____ (Total Enrollment)                      Adjusted Attendance	- _____ _____ x .947 = _____ Adjusted Attendance	- _____ _____ x .947 = _____ Adjusted Attendance	- _____ _____ x .947 = _____ Adjusted Attendance
<b>B. Absentees</b> (Regular + Pre-K + Outdoor Suspensions)	- _____	- _____	- _____	- _____
<b>C. Actual Authorizations</b> (total approved "A" minus absentees & outdoor suspensions "B")	= _____	= _____	= _____	= _____
<b>D. Actual Served</b>	- _____	- _____	- _____	- _____
<b>E. Difference ("C" - "D")</b>	= _____	= _____	= _____	= _____

**If the difference in "E" is a negative number, state reason(s) below.**

(1) Student account used in error (list names and ID numbers):

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(2) Other, please explain:

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**Food Service Manager/Satellite Assistant Signature**

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**Date**