

Marshall Business Conference
March 13th and 14th, 2008
JMC LUNCH Notes

Thank you once again for one of the most enjoyable conferences I attend during the year. I have always appreciated your suggestions and support.

1) JMC NEWSLETTER - Please visit our website at www.jmcinc.com. Click on the link labeled "Subscribe to JMC Newsletter". WHY? The JMC Newsletter will keep you informed regarding new features and training opportunities. If you encounter any issues signing up for the JMC NEWSLETTER please contact support@jmcinc.com.

NEW [Subscribe to JMC Newsletter](#)

2) TRAINING VIDEOS - On the main window of www.jmcinc.com is a link named "JMC Instructional Videos". We now have 19 new instructional videos posted and more are being added. So far the most popular have been Editing Elementary Report Cards, Student Information forms, Setting up Online Software, and Online Parent Access.

3) WEBEX - JMC has the ability to take control of your computer from our location. If you need help with something ask one of the support professionals to take control. We also can set up training over the internet. You will need a phone close to the computer. Our WEBEX is currently being underutilized.

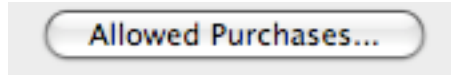
4) TRAINING - On our website at www.jmcinc.com is a link named Training Information. We now offer Web Training, JMC Home Office Training, and On-Site Training. Due to the number of features we have added I recommend having training once a year for your staff to make sure you are using the features of JMC that can make your life easier.

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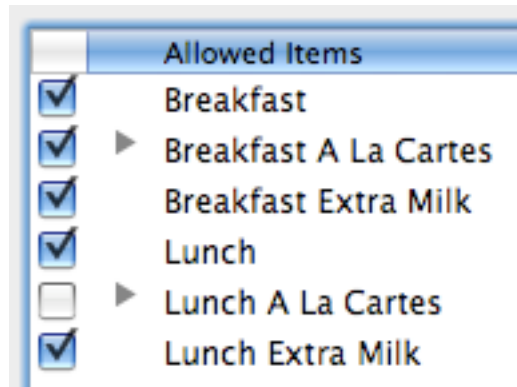
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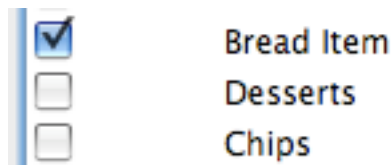
A LA CARTE BLOCKING - You now have the ability to block all or specific a la cartes for students. Located under Lunch--Data--Edit Student Lunch Data is a new button named "Allowed Purchases".



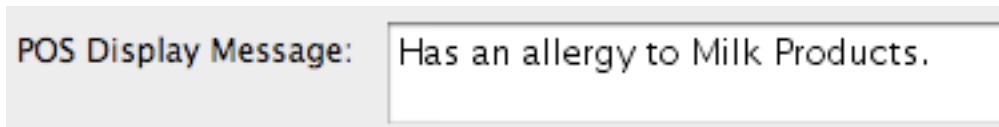
You may remove all a la cartes from an area by clicking on the check box. In the example below the student will not be allowed to purchase any Lunch A La Cartes.



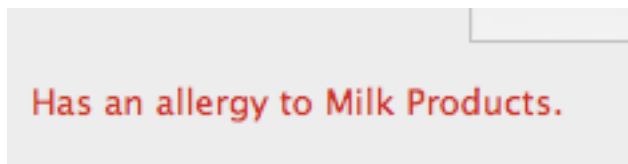
If you wish to only remove specific a la cartes you can click on the arrow and then deselect the desired a la cartes. In the example below the student will not be able to purchase Desserts or Chips.



POINT OF SALE MESSAGE - You now have the ability to enter a message that will appear at the P.O.S. Program. Located under Lunch--Data--Edit Student Lunch Data click on the Allowed Purchases button. Enter the message in the box at the very bottom of the screen.

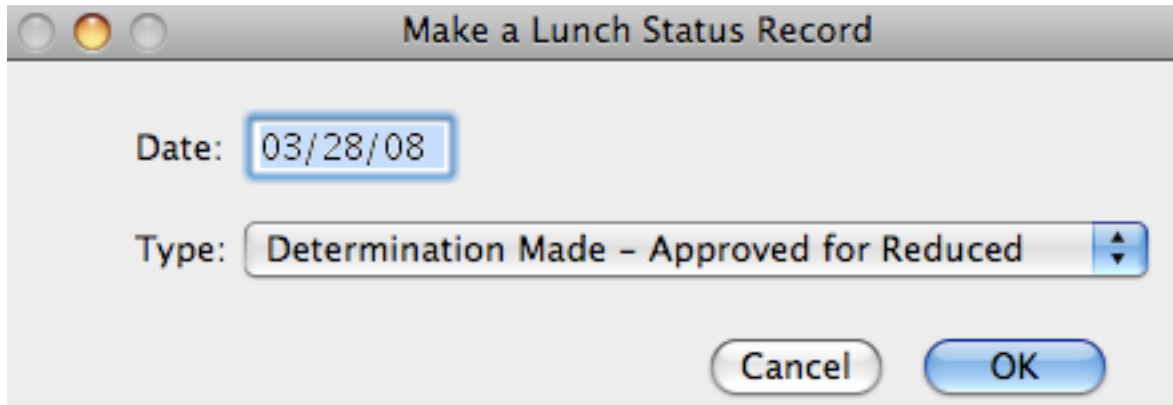


In the P.O.S. Program the message will appear at the bottom of the screen in red.



RANDOM 3% OF FREE/REDUCED ACCOUNTS - A new report was added to find a random sampling of 3% of Free/Reduced Accounts for verification purposes.

LUNCH STATUS RECORD - You are now allowed to record a Lunch Status Record for the student. On the Edit Student Lunch or Edit Family Lunch screen you will see a button labeled New. This allows you to enter a Lunch Status Record for the student. If you enter the Determination Made or Direct Certification records for the student, this next fall you will be able to use the Missing Application Check report to automatically reset those students who do not reapply for Free or Reduced Status.



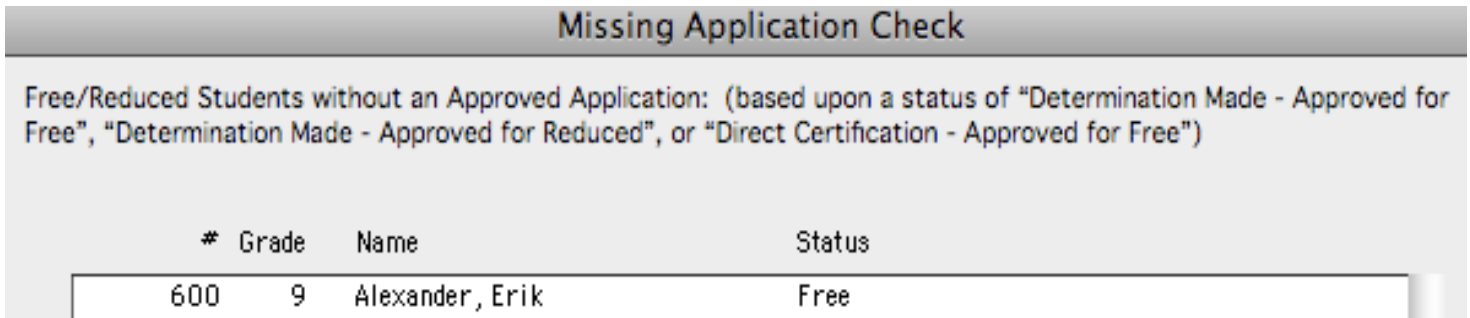
Make a Lunch Status Record

Date: 03/28/08

Type: Determination Made - Approved for Reduced

Cancel OK

MISSING APPLICATION CHECK REPORT - A new report has been added that will allow you to automatically find and reset to Paying Status students who do not reapply this next fall. NOTE: You must enter a Determination Made or Direct Certification using the Lunch Status Record as shown above.



Missing Application Check

Free/Reduced Students without an Approved Application: (based upon a status of "Determination Made - Approved for Free", "Determination Made - Approved for Reduced", or "Direct Certification - Approved for Free")

#	Grade	Name	Status
600	9	Alexander, Erik	Free

You may click on the Select All button and then on the Change Status to Paying Student button.



Select All

Change Status to Paying Student

DATE OF APPROVAL ADDED TO LUNCH STATUS REPORT - The date of approval has been added to the Lunch Status Report. You need to enter the Lunch Status Record as shown above.

ID	Name	Grade	Approval Date
600	Alexander, Erik	9	03/28/08 Determination Made - Approved for Free

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AUDIT ISSUES -- VERY IMPORTANT!!!!

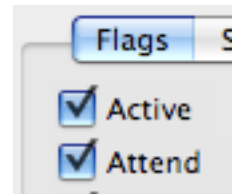
A few issues arose during recent Food Service Audits. Please be assured that JMC will not allow you to claim more meals than are eligible!


CLAIMS EDIT CHECK SHOWING ELIGIBLES LESS THAN NUMBER SERVED-

To be considered as Eligible on a particular date the student needs to be enrolled and their Lunch Status must be set under Lunch--Data--Edit Student Lunch Data. IF A STUDENT HAS THEIR ATTEND BOX UNCHECKED UNDER EDIT--EDIT STUDENT DATA THEY WILL NOT BE CONSIDERED AS ENROLLED. THEREFORE, THE REASON WHY THE ELIGIBLE MAY APPEAR LOWER THAN THE SERVED ON A NUMBER OF DATES INVOLVES STUDENTS WHO WERE SERVED LUNCH BUT THEIR ATTEND BOX WAS UNCHECKED. THE LUNCH CLAIMS EDIT CHECK REPORT WILL ONLY SHOW AS ELIGIBLE THOSE STUDENTS WHO ARE ENROLLED, HAVE THE ATTEND BOX CHECKED, AND ARE SET TO A LUNCH STATUS AS OF THE DATE THE REPORT IS RAN FOR.

If a school wants a student to be considered Eligible on a certain date that student must be enrolled on that date, the Attend Box must be checked under Edit--Edit Student Data, and the student must have a Lunch Status as of that date.

FINDING STUDENTS WITH ATTEND BOX UNCHECKED -- You may select Attendance--Student--Exceptions. Select Not included in Attendance reporting. If you see any students on the list who are being served Lunch, they need to have their Attend box checked under Edit--Edit Student Data. **DO NOT WORRY ABOUT ADULTS ON THE LIST.**



 **Not included in Attendance reporting**

LUNCH STATUS REPORT SHOWING DIFFERENT NUMBERS IF RUN ON DIFFERENT DATES-

The Lunch Status Report was incorrectly summarizing the number of students with the Lunch Status of Free, Reduced, and Full Paid eligibles. The Lunch Status Report was not taking into account enrollment dates. The Lunch Status Report was showing their current status as of the date the report was printed, not the range of dates asked for in the report.

As an example:

If a student was enrolled from October 1st through November 15th and then was dropped from enrollment on the 15th, the student would INCORRECTLY show as being inactive during the time span of October 1st through November 15 even though they were enrolled and active for that time span.

Another example:

If a student was enrolled on January 2nd, 2008, and was correctly Added under Attendance--Student--Add Student and then had their status changed to Free on January 2nd, 2008 they would INCORRECTLY show as being Full Paid status for any date prior to January 2nd, 2008.

JMC has repaired the incorrect information appearing on the Lunch Status Report. A download of our most recent Office Application is available at www.jmcinc.com. Please click on the Download JMC Software link. The Build Date of the new application is 020108 OR LATER.

