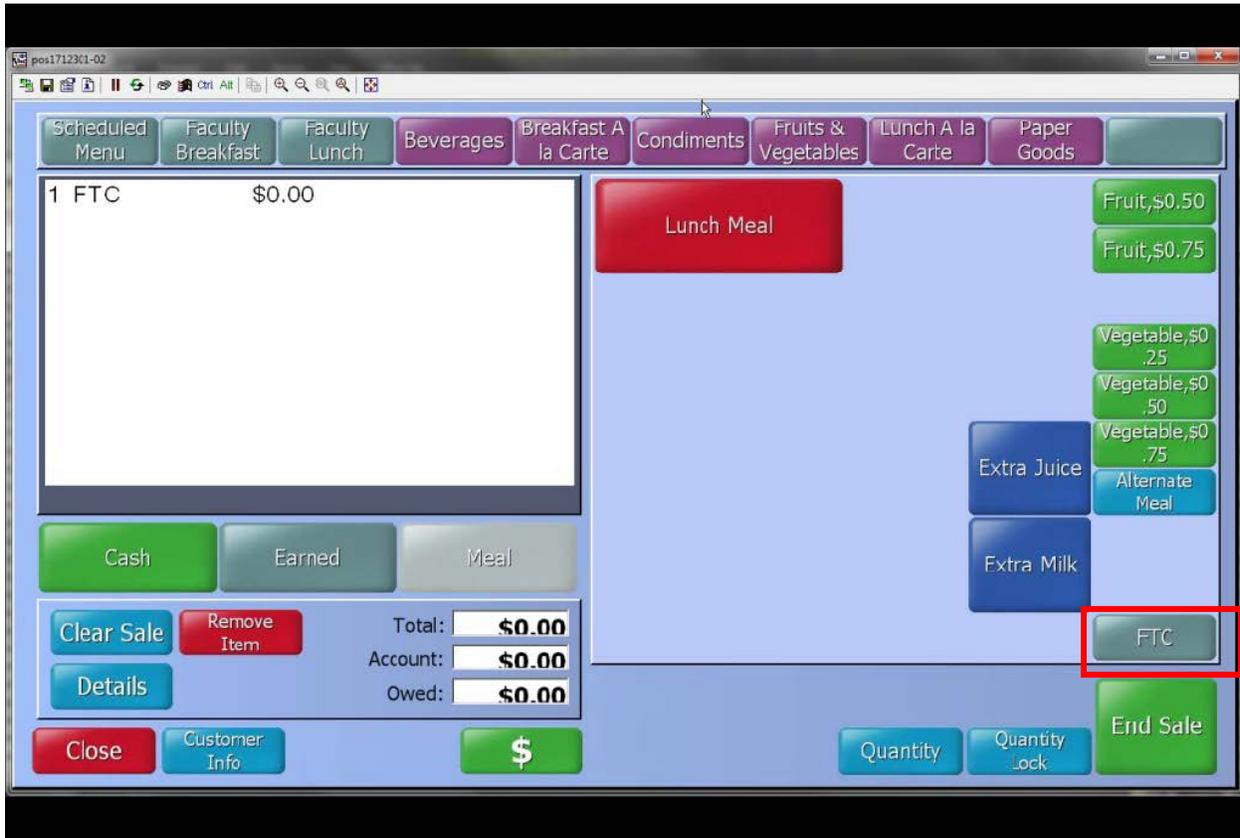


How to use the Feed the Children (FTC) Button

This is a picture of the Feed the Children button on POS terminals. When a principal says “just feed the children” managers are click the FTC button. At the end of meal service Managers will get a count of students fed by running the items sold report.



1. When an Administrator tells the Food Services Manager to Feed the Children for various reasons (ex: line too slow) the Food Services Manager will record the meals sold by clicking the FTC button for each child who receives a meal.



LAUSD Central Office

Items Sold Report

Site: KITTRIDGE EL

Date Range: 8/13/2012 to 8/17/2012

Stock Number	Description	Quantity	Unit Cost	Total Cost	Sale Price	Total Price	
8/14/2012		Terminal: 2					
P284	Breakfast Meal	124	\$0.00	\$0.00	\$0.00	\$0.00	
P285	Lunch Meal	714	\$0.00	\$0.00	Varies	\$3.00	
Totals for Terminal 2:		838		\$0.00		\$3.00	
8/15/2012		Terminal: 2					
P284	Breakfast Meal	204	\$0.00	\$0.00	\$0.00	\$0.00	
P285	Lunch Meal	723	\$0.00	\$0.00	\$0.00	\$0.00	
Totals for Terminal 2:		927		\$0.00		\$0.00	
8/16/2012		Terminal: 2					
P284	Breakfast Meal	211	\$0.00	\$0.00	\$0.00	\$0.00	
P285	Lunch Meal	697	\$0.00	\$0.00	\$0.00	\$0.00	
P371	FTC	1	\$0.00	\$0.00	\$0.00	\$0.00	
Totals for Terminal 2:		909		\$0.00		\$0.00	
8/17/2012		Terminal: 2					
P284	Breakfast Meal	10	\$0.00	\$0.00	\$0.00	\$0.00	
P285	Lunch Meal	727	\$0.00	\$0.00	\$0.00	\$0.00	
P371	FTC	155	\$0.00	\$0.00	\$0.00	\$0.00	

2. At the end of meal service the FSM will run a **Items Sold Report** (reports>POS>Items sold report) for each terminal that the FTC button was used. This report will show how many FTC meals were sold.
3. The FSM will do a quantity sale on the POS and claim the meals as full price.
4. The FSM will create an invoice and bill the principal for the meals served.