

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

Section 207 of the HHFKA amended section 22 of the NSLA (42 U.S.C. 1769c) to require State Agencies (SA) to report the final results of the administrative review to the public in an accessible, easily understood manner in accordance with guidelines promulgated by the Secretary. Regulations at 7 CFR 210.18(m) requires the SA to post a summary of the most recent final administrative review results for each SFA/Sponsor on the State Agency's publicly available website no later than 30 days after the SA provides the final results of the administrative review to the SFA/Sponsor. The SA must also make a copy of the final administrative review report available to the public upon request.

School Food Authority/Sponsor Name: Hill City

School Food Authority/Sponsor Number: D0281

Date of Administrative Review (Entrance Conference Date): 02/15/17

Date review results were provided to the School Food Authority/Sponsor: 02/27/17

Date review summary was publicly posted: 03/21/17

The review summary must cover access and reimbursement (including eligibility and certification review results), SFA/Sponsor's compliance with the meal patterns and the nutritional quality of school meals, the results of the review of the school nutrition environment (including food safety, local school wellness policy, and competitive foods), compliance related to civil rights, and general program participation. At a minimum, this would include the written notification of review findings provided to the SFA/Sponsor's Superintendent or equivalent as required at 7 CFR 210.18(i)(3).

General Program Participation

1. What Child Nutrition Programs does the School Food Authority/Sponsor participate in?
(Select all that apply)

- School Breakfast Program
- National School Lunch Program
- Fresh Fruit and Vegetable Program
- Afterschool Snack Program
- Special Milk Program
- Seamless Summer Option

2. Does the School Food Authority/Sponsor operate under any Special Provisions?
(Select all that apply)

- Community Eligibility Provision
- Special Provision 1
- Special Provision 2
- Special Provision 3

Review Findings and Commendations

3. Were any findings/commendations identified during the review of this School Food Authority/Sponsor?

Yes No

If yes, please indicate the areas and what issues were identified in the table below.

YES	NO	REVIEW FINDINGS												
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>A. Program Access and Reimbursement</p> <table border="1"> <thead> <tr> <th>Yes</th> <th>No</th> <th></th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Certification and Benefit Issuance</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>Verification</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Meal Counting and Claiming</td> </tr> </tbody> </table> <p>Finding(s) Details: Certification and Benefit Issuance 1) 5.6% of reviewed students were incorrectly determined.</p> <p>Meal Counting and Claiming 1) Sponsor is not following their approved Sponsor-KSDE agreement/application, as follows: (serve program not indicated for pre-K and 2nd grade) 2) No point of service accountability was documented at the Pre-K serving site.</p>	Yes	No		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Certification and Benefit Issuance	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Verification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Meal Counting and Claiming
Yes	No													
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<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>B. Meal Patterns and Nutritional Quality</p> <table border="1"> <thead> <tr> <th>Yes</th> <th>No</th> <th></th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Meal Components and Quantities</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Offer versus Serve</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Dietary Specifications and Nutrient Analysis</td> </tr> </tbody> </table> <p>Finding(s) Details: Meal Components and Quantities 1) Breakfast/lunch daily and/or weekly component requirements were not always being met as planned in the review month. 2) Breakfast/Lunch menu was missing required component or vegetable subgroup in the review week of February 13th-17th. 3) The whole grain rich requirement was not always being met. 4) Production Records did not list all items available as part of a reimbursable meal. Menu items and fruit/vegetable bar was missing. 5) Production records were available but were not being completed correctly. 6) CN labels/Product Formulation Statements were unavailable for all items that were not in the USDA Food Buying Guide. 7) Information recorded on production records didn't always match component documentation. 8) Variety of milk was not available throughout Pre-K meal service.</p> <p>Offer vs Serve 1) Serve option with all students not taking all menu items including milk.</p>	Yes	No		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Meal Components and Quantities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Offer versus Serve	<input type="checkbox"/>	<input type="checkbox"/>	Dietary Specifications and Nutrient Analysis
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<input checked="" type="checkbox"/>	<input type="checkbox"/>	C. School Nutrition Environment		
		Yes	No	
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Food Safety
		<input type="checkbox"/>	<input type="checkbox"/>	Local School Wellness Policy
		<input type="checkbox"/>	<input type="checkbox"/>	Competitive Foods
		Finding(s) Details: Food Safety 1) Food safety plan is missing required elements- refrigerator/freezer temperatures, meal service temperatures, thermometer calibration log, and receiving log. 2) Standard operating procedures are not up to date. 3) Annual review of food safety plan was not completed. 4) Temperature logs are incomplete or missing from base kitchen to transport site. 5) Food safety training record is not on file or up to date.		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	D. Civil Rights		
		Finding(s) Details: 1) The correct USDA "And Justice for All" poster was not displayed in clear view of program participants at the pre-K serving site.		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	E. Other Areas of Review		
		Yes	No	
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Comprehensive Resource Management
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Professional Standards
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Buy American
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Summer Food Service Program Outreach
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	School Breakfast Program Outreach
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Sponsor On-Site Monitoring
		Finding(s) Details: Comprehensive Resource Management 1) Nonprogram foods are not appropriately priced. The fruit/vegetable bar was not included on tool.		