

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: Jefferson County North

School Food Authority/Sponsor Number: D0339

Date of Administrative Review (Entrance Conference Date): 02/22/17

Date review results were provided to the School Food Authority/Sponsor: 04/06/17

Date review summary was publicly posted: 05/02/17

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 type="checkbox"/>	<input checked="" 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 type="checkbox"/></td> <td><input checked="" 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 type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>Meal Counting and Claiming</td> </tr> </tbody> </table> <p>Commendation(s): Fantastic job processing meal benefit applications, completing verification and consolidating meal counts. Wonderful notes.</p>	Yes	No		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Certification and Benefit Issuance	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Verification	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Meal Counting and Claiming
Yes	No													
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Certification and Benefit Issuance												
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Verification												
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Meal Counting and Claiming												
<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 type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>Offer versus Serve</td> </tr> <tr> <td><input checked="" 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) Lunch weekly component requirements were not always being met. 2) Lunch menu was missing required component or vegetable subgroup. Dietary Specification and Nutrient Analysis 1) A nutrient analysis is being conducted for missing components and/or probability of exceeding dietary specifications. Commendation(s): Great job identifying a reimbursable meal and serving meals the students enjoy in an inviting atmosphere.</p>	Yes	No		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Meal Components and Quantities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Offer versus Serve	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Dietary Specifications and Nutrient Analysis
Yes	No													
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Meal Components and Quantities												
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Offer versus Serve												
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Dietary Specifications and Nutrient Analysis												
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>C. School Nutrition Environment</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>Food Safety</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Local School Wellness Policy</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Competitive Foods</td> </tr> </tbody> </table> <p>Finding(s) Details: Food Safety 1) Annual review of food safety plan was not completed. 2) Temperature logs are incomplete or missing. Competitive Foods 1) Foods sold to students during the school day do not meet the smart snacks in school requirements or documentation to support product compliance is not on file. Local School Wellness Policy 1) Public is not notified of how to view sponsor's wellness policy.</p>	Yes	No		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Food Safety	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Local School Wellness Policy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Competitive Foods
Yes	No													
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Food Safety												
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Local School Wellness Policy												
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Competitive Foods												

<input checked="" type="checkbox"/>	<input type="checkbox"/>	D. Civil Rights	
Finding(s) Details: 1) Student confidentiality procedures are not in place.			
<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 checked="" type="checkbox"/>	<input 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: Buy American 1) Buy American provision requirement was not followed for all products on site.			
Comprehensive Resource Management 1) Sponsor does not have a process in place for calculating its compliance with the revenue from non-program food requirements as explained in 7 CFR 210.14(f).			
Commendation(s): Good job obtaining training, maintaining all required reports and records for the required time period and providing school breakfast program and summer food service program outreach.			