

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: Holcomb

School Food Authority/Sponsor Number: D0363

Date of Administrative Review (Entrance Conference Date): 04/03/17

Date review results were provided to the School Food Authority/Sponsor: 05/01/17

Date review summary was publicly posted: 05/22/17

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"/>	A. Program Access and Reimbursement		
		Yes	No	
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Certification and Benefit Issuance
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Verification
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Meal Counting and Claiming
Finding(s) Details: Certification and Benefit Issuance 1) 6.5% of applications reviewed were incorrectly determined. 2) Households who were denied Child Nutrition Program benefits were not properly notified, per FNS requirements. 3) Documentation not on file to show directly certified students were notified of their status. 4) Sponsor did not accurately transfer benefit eligibility information to the meal counting/claiming system. 5) No documentation on file for some students on the benefit issuance list. 6) The confirmation official was the same as the determining official.				
Verification 1) Sponsor did not correctly complete the verification process as follows: a. A confirmation review was not appropriately conducted and/or documented. b. Documentation not on file for family selected for verification, missing list of household members. c. Households with a decrease in benefits were not appropriately notified.				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	B. Meal Patterns and Nutritional Quality		
		Yes	No	
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Meal Components and Quantities
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Offer versus Serve
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dietary Specifications and Nutrient Analysis
Finding(s) Details: Meal Components and Quantities 1) The whole grain rich requirement was not always being met. 2) Production Records did not list all items available as part of a reimbursable meal. 3) Information recorded on production records didn't always match component documentation.				
<input type="checkbox"/>	<input checked="" type="checkbox"/>	C. School Nutrition Environment		
		Yes	No	
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Food Safety
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Local School Wellness Policy
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Competitive Foods
Commendation(s):				

		Great job with making sure Smart Snacks in Schools regulation is being followed.	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	D. Civil Rights	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	E. Other Areas of Review	
		Yes	No
		<input checked="" type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input checked="" type="checkbox"/>
		<input checked="" type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input checked="" type="checkbox"/>
		<input type="checkbox"/>	<input checked="" type="checkbox"/>
		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finding(s) Details:			
Buy American			
1) Buy American provision requirement was not followed for all products on site.			
Comprehensive Resource Management			
1) Documentation not on file to support nonprogram foods being priced appropriately.			