

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: Herington

School Food Authority/Sponsor Number: D0487

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

Date review results were provided to the School Food Authority/Sponsor: 03/06/17

Date review summary was publicly posted: 04/05/17

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 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) 2.8% of reviewed students were incorrectly determined. 2) One homeless student was not correctly certified and documented.</p> <p>Meal Counting and Claiming 1) Sponsor is not following their approved Sponsor-KSDE agreement/application, as follows: meal service times, alternate sites and current health inspections need updated. 2) The point of service accountability does not provide an accurate meal count for the Afterschool Program. 3) Approval of alternate forms for meals served had not been submitted for current program year. 4) The Afterschool Snack Program was not implemented correctly.</p>	Yes	No		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Certification and Benefit Issuance	<input type="checkbox"/>	<input type="checkbox"/>	Verification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Meal Counting and Claiming
Yes	No													
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Certification and Benefit Issuance												
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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 checked="" type="checkbox"/></td> <td>Dietary Specifications and Nutrient Analysis</td> </tr> </tbody> </table> <p>Finding(s) Details: Meal Components and Quantities 1) The whole grain rich requirement was not always being met. 2) Breakfast Production Records were not available for the meals planned. 3) Variety of milk was not available throughout meal service in the PreK program.</p> <p>Offer vs Serve 1) Menu items offered as part of a reimbursable meal were not identified at the Pre-K serving site. 2) Signage listing menu items at the beginning of the line did not include the requirement for students to take at least ½ cup fruit or vegetable.</p> <p>Commendation(s): Food Service uses social media to promote healthy meal trays and nutrition promotions.</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 checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>	Local School Wellness Policy
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Competitive Foods		
<p>Finding(s) Details:</p> <p>Food Safety</p> <ol style="list-style-type: none"> 1) Food safety plan is missing required elements - monthly food safety checklist and receiving log. 2) Standard operating procedures are not up to date. 3) Annual review of food safety plan was not completed. 4) Food safety training record is not up to date. 5) Food safety training record is not on file for student workers with daily duties. <p>Local School Wellness Policy</p> <ol style="list-style-type: none"> 1) Public is not notified of how to view sponsor's wellness policy. <p>Competitive Foods</p> <ol style="list-style-type: none"> 1) Foods sold to students during the school day do not have documentation to support product compliance. <p>Commendation(s): Student workers are involved in meal service daily.</p>				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	D. Civil Rights		
		<p>Finding(s) Details:</p> <ol style="list-style-type: none"> 1) The correct USDA "And Justice for All" poster was not displayed in clear view of program participants at 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 checked="" type="checkbox"/>	<input type="checkbox"/>	Professional Standards
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Buy American
		<input type="checkbox"/>	<input type="checkbox"/>	Summer Food Service Program Outreach
		<input type="checkbox"/>	<input type="checkbox"/>	School Breakfast Program Outreach
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sponsor On-Site Monitoring
<p>Finding(s) Details:</p> <p>Comprehensive Resource Management</p> <ol style="list-style-type: none"> 1) A review of indirect costs and transfer of general funds to be conducted. <p>Buy American</p> <ol style="list-style-type: none"> 1) Buy American provision requirement was not followed for all products on site. <p>Sponsor On-Site Monitoring</p> <ol style="list-style-type: none"> 1) Sponsor on-site monitoring form 9-G not completed in required timeframe. 2) Sponsor on-site monitoring form 26-A for Afterschool Program not completed in required timeframe. <p>Professional Standards</p> <ol style="list-style-type: none"> 1) Professional Standards requirements have not been met. 				