

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: Labette County

School Food Authority/Sponsor Number: D0506

Date of Administrative Review (Entrance Conference Date): 04/11/17

Date review results were provided to the School Food Authority/Sponsor: 05/16/17

Date review summary was publicly posted: 06/06/17

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 checked="" 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) 1.8% of applications reviewed were incorrectly determined.</p> <p>Verification 1) Sponsor did not correctly complete the verification process as follows: a. Applications selected for verification did not meet the sampling method selected on the Pre-Verification Worksheet, were incorrectly replaced and/or were incorrectly verified.</p> <p>Meal Counting and Claiming 1) Sponsor is not following their approved Sponsor-KSDE agreement/application, as follows: Site applications do not reflect correct meal service options for PK classes. 2) For the review period, meal counts by category were not correctly used in the claim for reimbursement. 3) The point of service does not provide an accurate meal count by eligibility category.</p>	Yes	No		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Certification and Benefit Issuance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Verification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Meal Counting and Claiming
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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) Breakfast/Lunch daily and/or weekly component requirements were not always being met. 2) Standardized recipes were not always available and/or being followed as standardized. 3) Variety of milk was not available throughout meal service for PK students.</p> <p>Offer vs Serve 1) Serve option with all students not taking all menu items including milk. 2) The Offer or Serve option as indicted on the Site Application was not being followed.</p> <p>Commendation(s): Sponsor has done a great job of planning menus that meet the dietary specifications for sodium, trans fats, and calories.</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 type="checkbox"/>	<input checked="" type="checkbox"/>	Local School Wellness Policy
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Competitive Foods		
Finding(s) Details:				
Food Safety				
1) Temperature logs are incomplete or missing.				
2) Food safety sanitation procedures are not being implemented with regard to transportation of PK meals from kitchen to PK classroom.				
3) Food safety inspection report(s) is not posted in a publically viewable location.				
Commendation(s):				
Sponsor is doing a very nice job with wellness activities!				
<input type="checkbox"/>	<input checked="" type="checkbox"/>	D. Civil Rights		
Commendation(s):				
Sponsor has done a great job of meeting civil rights requirements for all students!				
<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 has not maintained a nonprofit School Food Service Account, having ended the previous school year with a balance in excess of 3 months operating expenses.				
2) Sponsor does not have a process in place to evaluate the pricing of nonprogram foods. Nonprogram foods are not appropriately priced.				
3) Indirect Cost principles have not been appropriately applied to the School Food Service Account.				