

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: South Central KS Spec. Ed. Coop

School Food Authority/Sponsor Number: D0605

Date of Administrative Review (Entrance Conference Date): 11/18/16

Date review results were provided to the School Food Authority/Sponsor: 11/22/16

Date review summary was publicly posted: 12/22/16

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) Directly certified students were not correctly certified, documented, and/or extended to additional household members.</p> <p>Verification 1) Sponsor did not correctly complete the verification process as follows: a. A confirmation review was not appropriately conducted and/or documented. b. Verification notification letter did not include all required information c. Households with a change in benefit level were not changed in a timely manner according to FNS guidelines.</p> <p>Meal Counting and Claiming 1) Sponsor is not following their approved Sponsor-KSDE agreement/application, as follows: Site application did not reflect offer program for grades 9-12 at breakfast.</p> <p>Commendation(s): Accurate claim filing for October 2016, great job!</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 |
| 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 | | | | | | | | | | | | |
| <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) Lunch weekly component requirements were not always being met.</p> <p>Findings Offer vs Serve 1) 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): Staff provides excellent customer service, calling students by name and creates a welcoming environment in the cafeteria. Several colorful nutrition education posters are displayed.</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 |
| 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 | | | | | | | | | | | | |

| | | | | | |
|--|-------------------------------------|--|-------------------------------------|--------------------------------------|--|
| <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) Annual review of food safety plan was not completed. Commendation(s): Staff has done a great job learning program requirements and implementing a Wellness Policy. | | | | | |
| <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"/> | Comprehensive Resource Management | |
| | | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Professional Standards | |
| | | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Buy American | |
| | | <input checked="" type="checkbox"/> | <input 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: Summer Food Service Program Outreach 1) Summer Food Service Program outreach is not conducted by sponsor. Professional Standards 1) Professional Standards requirements have not been met. Comprehensive Resource Management 1) Nonprogram foods are not appropriately priced. 2) 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). | | | |