

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: Good Shepherd School

School Food Authority/Sponsor Number: X0161

Date of Administrative Review (Entrance Conference Date): 01/17/17

Date review results were provided to the School Food Authority/Sponsor: 02/16/17

Date review summary was publicly posted: 03/14/17

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 type="checkbox"/>	<input checked="" type="checkbox"/>	Verification
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Meal Counting and Claiming
		Finding(s) Details: Certification and Benefit Issuance 1) Directly certified students were not correctly documented. Commendation(s): Great job determining eligibility, completing verification and consolidating meal counts.		
<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) CN labels/Product Formulation Statements were unavailable for all items that were not in the USDA Food Buying Guide. 4) Standardized recipes were not always available and/or being followed as standardized. Commendation(s): Good job offering a variety of menu options to students, identifying a reimbursable meal and serving quality meals the students enjoy in an inviting atmosphere.		
<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 type="checkbox"/>	<input checked="" type="checkbox"/>	Competitive Foods
		Finding(s) Details: Food Safety 1) Food safety plan is missing required elements. 2) Annual review of food safety plan was not completed. 3) Temperature logs are incomplete or missing. 4) Food safety inspection report(s) is not posted in a publically viewable location.		

		Local School Wellness Policy 1) Public is not notified of how to view sponsor's wellness policy. Commendation(s): Nice job implementing Smart Snacks in Schools.	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	D. Civil Rights Finding(s) Details: 1) Appropriate program materials did not contain the correct non-discrimination statement. 2) The correct USDA "And Justice for All" poster was not displayed in clear view of program participants.	
<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 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"/>
		Finding(s) Details: Comprehensive Resource Management 1) Sponsor does not have a process in place for calculating its compliance with the revenue from nonprogram food requirements as explained in 7 CFR 210.14(f). Summer Food Service Program Outreach 1) Summer Food Service Program outreach is not conducted by sponsor. Commendation(s): Good job obtaining training and maintaining all required reports and records for the required time period.	