

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: Manhattan Catholic

School Food Authority/Sponsor Number: X0761

Date of Administrative Review (Entrance Conference Date): 12/13/16

Date review results were provided to the School Food Authority/Sponsor: 12/21/16

Date review summary was publicly posted: 01/19/17

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 type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>Certification and Benefit Issuance</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input checked="" 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: Meal Counting and Claiming 1) The point of service does not provide an accurate meal count by eligibility category. 2) Meal Counts by category were not correctly combined and recorded. 3) Meal Count edit checks are not completed daily.</p> <p>Commendation(s): Complete and accurate benefits documentation. Much improved from prior review cycle.</p>	Yes	No		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Certification and Benefit Issuance	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Verification	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Meal Counting and Claiming
Yes	No													
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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) Production records were available but were not being completed correctly. 2) CN labels/Product Formulation Statements were unavailable for all items that were not in the USDA Food Buying Guide. 3) Information recorded on production records didn't always match component documentation. 4) Component contributions for standardized recipes not available or calculated correctly. 5) Variety of milk was not available throughout meal service.</p> <p>Offer vs Serve 1) The Offer or Serve option as indicted on the Site Application was not being followed. 2) Menu items offered as part of a reimbursable meal were not identified at or near the beginning of the serving line for both breakfast and lunch.</p> <p>Commendation(s): Reimbursable signage and bulletin board in cafeteria using food models and healthy messages is done attractively and very educational.</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 type="checkbox"/>	<input checked="" type="checkbox"/>	Competitive Foods		
Finding(s) Details: Food Safety 1) Food safety plan is missing required elements. 2) Food safety sanitation procedures are not being implemented. 3) Food safety training record is not on file or up to date. Local School Wellness Policy 1) Public is not notified of how to view sponsor's wellness policy. 2) Sponsor does not have a wellness committee. 3) Wellness policy committee does not meet at least annually. 4) Wellness policy does not align with current practices observed. 5) Wellness goals for current school year have not been established by committee.				
<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 type="checkbox"/>	<input checked="" 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 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		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Afterschool Snack Program		
Finding(s) Details: Buy American 1) Buy American provision requirement was not followed for all products on site. Professional Standards 1) Professional Standards requirements have not been met. Afterschool Snack Program 1) On-site Monitoring Form not completed within required time frame. 2) Menu items planned did not meet program requirements. 3) Menu items served did not meet program requirements.				