

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 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: Heartspring

School Food Authority/Sponsor Number: X0798

Date of Administrative Review (Entrance Conference Date): 12/14/16

Date review results were provided to the School Food Authority/Sponsor: 01/13/17

Date review summary was publicly posted: 02/09/17

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) Sponsor is not following their approved Sponsor-KSDE agreement/application, as follows: Alternate point of service in the classroom is not listed and/or approved in the site application. 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. 4) Edit checks are not completed daily.</p> <p>Commendation(s): RCCI eligibility roster is maintained on file and up to date.</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) Lunch daily and/or weekly component requirements were not always being met.</p> <p>Findings Offer vs Serve 1) Serve option with all students not taking all menu items including milk.</p> <p>Commendation(s): Great job identifying the reimbursable meal via the Healthy Plate poster as students come into the cafeteria.</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) Food safety sanitation procedures are not being implemented. Commendation(s): Sponsor has very clean and organized food storage areas. Sponsor does a great job maintaining HACCP logs/documentation.				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	D. Civil Rights		
		Finding(s) Details: 1) Meal modifications are made for students without appropriate documentation on file.		
<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 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. Buy American 1) Buy American provision requirement was not followed for all products on site. Comprehensive Resource Management 1) Non-program 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). 3) Sponsor does not have processes in place to monitor compliance with maintaining a nonprofit School Food Service Account. 4) Indirect Cost principals have not been appropriately applied to the School Food Service Account.				