

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: St Agnes Elementary School

School Food Authority/Sponsor Number: X0821

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

Date review results were provided to the School Food Authority/Sponsor: 05/11/17

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) 14.28% of applications reviewed were incorrectly determined. 2) 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. Sponsor did not complete verification. b. A confirmation review was not appropriately conducted and/or documented.</p> <p>Meal Counting and Claiming 1) The point of service does not provide an accurate meal count by eligibility category.</p> <p>Commendation(s): Great job consolidating meal counts.</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 type="checkbox"/></td> <td><input checked="" 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: Offer vs Serve 1) Offer option with all students not taking the required ½ cup of fruit or vegetable plus at least two other items/components. 2) 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): Nice job offering a variety of menu items to students that meet all of the menu requirements and dietary specifications. Good job serving quality meals the students enjoy in an inviting atmosphere.</p>	Yes	No		<input type="checkbox"/>	<input checked="" 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) Annual review of food safety plan was not completed. 2) Food safety inspection report(s) is not posted in a publically viewable location. 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. Commendation(s): Great job implementing Smart Snacks in Schools				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	D. Civil Rights		
		Finding(s) Details: 1) Student confidentiality procedures are not in place.		
<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 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 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. Professional Standards 1) Professional Standards requirements have not been met. Comprehensive Resource Management 1) 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). Commendation(s): Good job maintaining all required reports and records for the required time period.				