

## 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 State agency to post a summary of the most recent final administrative review results for each SFA 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. The SA must also make a copy of the final administrative review report available to the public upon request.

**School Food Authority Name:** Bowdle School District

**Date of Administrative Review (Entrance Conference Date):** March 12, 2019

**Date review results were provided to the School Food Authority:** May 13, 2019

**Date review summary was publicly posted:** May 14, 2019

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The review summary must cover access and reimbursement (including eligibility and certification review results), an SFA'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 SFAs 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 participate in? (Select all that apply)

- School Breakfast Program
- National School Lunch Program
- Fresh Fruit and Vegetable Program
- Afterschool Snack
- Special Milk Program
- Seamless Summer Option

2. Does the School Food Authority operate under any Special Provisions? (Select all that apply)

- Community Eligibility Provision
- Special Provision 1
- Special Provision 2
- Special Provision 3

### Review Findings

3. Were any findings identified during the review of this School Food Authority?

- Yes       No

This institution is an equal opportunity provider.

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"/>	<b>A. Program Access and Reimbursement</b>		
		<b>YES</b>	<b>NO</b>	
		<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: 1) Finding 1 (Onsite 126): Free and Reduced-Price Meal applications were not accurately approved. 1 application (3 students) changed from reduced to free, 1 application (4 students) changed from free to reduced, 1 application was converted to monthly unnecessarily, 1 application had the correct determination, but the income and household size were incorrect. According to 7 CFR 210.7 and the USDA Eligibility Manual for School Meals, agencies must correctly approve each child's eligibility for free and reduced-price lunches based on specific requirements.				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>B. Meal Patterns and Nutritional Quality</b>		
		<b>YES</b>	<b>NO</b>	
		<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: 1) Finding 2 (Onsite 404/502): There was no signage explaining what constitutes a reimbursable meal. Signage must be posted on the service line to assist students in selecting a reimbursable meal. According to 7 CFR 210.10 Meal Requirements for Lunches and Requirements for Afterschool Snacks require schools to identify reimbursable meals to students. This is a repeat violation. 2) Insufficient amount of grains was offered. 2) Finding 3 (Onsite 410): Insufficient amount of grains was offered to grades K-5 and grades 9-12 on 2-4-2019. This is a repeat violation. According to 7 CFR 210.10 Meal Requirements for Lunches and Requirements for Afterschool Snacks, meals offered to each age/grade group must include the food components and food quantities specified in the meal pattern. Future findings in this area may result in fiscal action. Serving size for grades K-5 provided .5 oz grain equivalent. 1 oz eq is required. Serving size for grades 9-12 provided 1 oz grain equivalent, 2 oz eq is required.				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>C. School Nutrition Environment</b>		
		<b>YES</b>	<b>NO</b>	
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Food Safety
		<input type="checkbox"/>	<input type="checkbox"/>	Local School Wellness Policy
		<input type="checkbox"/>	<input type="checkbox"/>	Competitive Foods
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Other: Professional Standards, Buy American, Outreach		
Finding(s) Details: 1) Finding 5 (Onsite 1404): Written Food Safety plan is outdated. Current copies were from 2012 and 2013.				

		<p>2) Finding 6 (Off-site 1601): SFA did not inform households of the availability of Summer Food Service Program (SFSP). According to 7 CFR 210.12 Student, Parent, and Community Involvement, school food authorities must cooperate with Summer Food Service Program sponsors to distribute materials to inform families of the availability and location of free Summer Food Service Program meals for students when school is not in session.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p><b>D. Civil Rights</b></p> <p>Finding(s) Details:</p> <p>1) Finding 4 (Off-site 803): Process for Civil Rights complaints is that the Superintendent would investigate the complaint and rectify the situation. According to FNS Instruction 113-1, all Civil Rights complaints must be directed to USDA.</p>