

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: Alcester-Hudson School District

Date of Administrative Review (Entrance Conference Date): 2/23/17

Date review results were provided to the School Food Authority: 3/7/17

Date review summary was publicly posted: 7/7/2017

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	
X	<input type="checkbox"/>	A. Program Access and Reimbursement	
		YES	NO
		X	<input type="checkbox"/>
		X	<input type="checkbox"/>
		<input type="checkbox"/>	X
Finding(s) Details: 1) Finding 1: Onsite 126: Multiple free and reduced applications were determined incorrectly. <ul style="list-style-type: none"> ○ Two applications with five students were determined as free and should have been reduced. ○ One application with one student was determined as reduced and should have been free. ○ One application with four students was determined as reduced and should have been denied. ○ One application with three students was approved free based on a Medicaid number. Medicaid eligibility does not qualify for a free determination. 2) Finding 2: Offsite 200: The SFA verified two applications, but should have only verified one based on the number of applications times three percent.			
X	<input type="checkbox"/>	B. Meal Patterns and Nutritional Quality	
		YES	NO
		X	<input type="checkbox"/>
		<input type="checkbox"/>	X
		X	<input type="checkbox"/>
Finding(s) Details: 1) Finding 3: Onsite 410: Planned menu quantities do not meet the meal pattern requirements. <ul style="list-style-type: none"> ○ Only ½ cup of fruit, all in the form of juice was being offered at breakfast. The meal pattern requires that 1 cup of fruit be offered at breakfast and no more than ½ of the weekly fruit offerings can be in the form of juice. ○ On Friday 1/13/17 only 1.5 oz equivalent (oz eq) meat/meat alternate (M/MA) was served to grades 9-12. They were served 3 sausage links. One sausage link credits as 0.5 oz eq M/MA. Three links would credit as 1.5 oz eq M/MA. The minimum daily required serving for this grade group is 2 oz eq M/MA. ○ Over the course of the week only 7.25 oz eq M/MA was served to the K-8 grade group. This does not meet the minimum requirement that K-8 students must be served at least 9 oz eq M/MA over the course of the week. ○ At the Elementary school level the vegetable subgroup requirement was not met. Only ¼ cup of red/orange vegetable was served and the minimum requirement is ¾ cup during the course of the week. Due to the salad bar being after the point of service, the vegetables 			

		<p>on the salad bar cannot count toward the meal pattern requirements. Therefore, the meal pattern requirements must be met without including the salad bar, before the students get to the point of service.</p> <p>2) Finding 4: Onsite 409: The production record for Friday January 13, 2017 showed that no vegetables were served before the point of service. Due to the salad bar being after the point of service, the vegetables on the salad bar cannot count toward the meal pattern requirements. Therefore, the meal pattern requirements must be met without including the salad bar, before the students get to the point of service.</p> <p>3) Finding 5: Offsite 602, Onsite 604: The SFA was determined to be high risk due to items listed in findings #3 and #4. This means a nutrient analysis will be conducted. To complete a nutrient analysis a week of corrected production records must be received by the State agency. No additional findings were noted due to the nutrient analysis. All dietary specifications were in compliance.</p>															
X	<input type="checkbox"/>	<p>C. School Nutrition Environment</p> <table border="1"> <thead> <tr> <th>YES</th> <th>NO</th> <th></th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td>X</td> <td>Food Safety</td> </tr> <tr> <td>X</td> <td><input type="checkbox"/></td> <td>Local School Wellness Policy</td> </tr> <tr> <td><input type="checkbox"/></td> <td>X</td> <td>Competitive Foods</td> </tr> <tr> <td>X</td> <td><input type="checkbox"/></td> <td>Other</td> </tr> </tbody> </table> <p>Finding(s) Details:</p> <p>1) Finding 7: Onsite 1000-1006: The Local Wellness Policy posted on the school website states the policy was last revised on 5/10/2012. The policy does not list the parties involved in updating the policy or who is in charge of overseeing the policy. The policy must be reviewed and updated every 3 years and the assessment must be made public.</p> <p>2) Finding 8: Offsite 1601: The SFA did not notify eligible households of the availability and location of free meals for students via the Summer Food Service Program. Notifying families of the availability of free meals during the summer is a requirement of the National School Lunch Program.</p> <p>3) Finding 9: Onsite 2000: The special milk counts are written as a number at the bottom of the attendance check off sheets. This can be confusing for the person creating the claim for reimbursement as well as program specialists reviewing the counts because of the variations between attendance and the number of students who take a milk.</p>	YES	NO		<input type="checkbox"/>	X	Food Safety	X	<input type="checkbox"/>	Local School Wellness Policy	<input type="checkbox"/>	X	Competitive Foods	X	<input type="checkbox"/>	Other
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X	<input type="checkbox"/>	<p>D. Civil Rights</p> <p>Finding(s) Details:</p> <p>1) Finding 6: Onsite 800: The Nondiscrimination Statement is not posted on the SFA website. FNS Instruction 113-1: Nondiscrimination Statement. All information materials and sources, including Web sites, used by FNS, State agencies, local agencies, or other subrecipients to inform the public about FNS programs must contain a nondiscrimination statement. It is not required that the nondiscrimination statement be included on every page of the program information Web site. At the minimum, the nondiscrimination statement, or a link to it, must be included on the home page of the program information.</p>															