

## 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:** Ethan School District 17-1

**Date of Administrative Review (Entrance Conference Date):** December 6, 2016

**Date review results were provided to the School Food Authority:** January 17, 2017

**Date review summary was publicly posted:** February 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)

- XX School Breakfast Program
- XX 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?

XX Yes  No

If yes, please indicate the areas and what issues were identified in the table below.

YES	NO	REVIEW FINDINGS		
XX	<input type="checkbox"/>	<b>A. Program Access and Reimbursement</b>		
		<b>YES</b>	<b>NO</b>	
		XX	<input type="checkbox"/>	Certification and Benefit Issuance
		<input type="checkbox"/>	XX	Verification
		<input type="checkbox"/>	XX	Meal Counting and Claiming
Finding(s) Details:				
1) Finding 1: Onsite 126: One application containing 3 children was approved as reduced, but should have been denied. Documented Corrective Action 1: Family must be notified that they do not qualify for reduced meals.				
XX	<input type="checkbox"/>	<b>B. Meal Patterns and Nutritional Quality</b>		
		<b>YES</b>	<b>NO</b>	
		XX	<input type="checkbox"/>	Meal Components and Quantities
		<input type="checkbox"/>	XX	Offer versus Serve
		<input type="checkbox"/>	XX	Dietary Specifications and Nutrient Analysis
Finding(s) Details:				
1) Finding 1: Onsite 410: Most recipes require a decimal measure for ingredients (49.98 pounds of ground beef, 2.875 pounds of rice). These are very difficult and sometimes impossible for food service directors to measure, causing them to round up or down, skewing the recipe. Documented Corrective Action 1: Recipes must be measured in equivalents that food service directors can follow and use in the kitchens with standard measuring instruments.				
2) Finding 2: Onsite 410: The recipe for Meatballs and Gravy over Rice served for lunch on 11/9/16 credited for .96 ounce equivalent for grains (rice). Documented Corrective Action 2: Please submit a corrected recipe showing that the rice in the recipe credits correctly for the servings required.				
XX	<input type="checkbox"/>	<b>C. School Nutrition Environment</b>		
		<b>YES</b>	<b>NO</b>	
		<input type="checkbox"/>	XX	Food Safety
		XX	<input type="checkbox"/>	Local School Wellness Policy
		<input type="checkbox"/>	XX	Competitive Foods
XX	<input type="checkbox"/>	Other: Professional Standards		
Finding(s) Details:				

		<p>1) Finding 1: Offsite 1000-1006: The Local Wellness Policy has not been reviewed or updated since 2006. The Local Wellness Policy could not be located on the SFA website. Documented Corrective Action 1: Please submit a plan to update the Local Wellness Policy using guidance found in 7 CFR 210.30 and 220.7 and resources on the CANS website.</p> <p>2) Finding 1: Onsite 1200-1211/Offsite 1212-1221: SFA is not tracking professional standards training hours as required in §210.31. Documented Corrective Action 1: Please submit a training tracker for all SFA staff required to follow professional standards regulation. An example of the tracker and other resources can be found on the CANS/NSLP webpage.</p>
XX	<input type="checkbox"/>	<p><b>D. Civil Rights</b></p> <p>Finding(s) Details:</p> <p>1) Finding 1: Offsite 800: The Nondiscrimination Statement is not posted on the SFA website. Documented Corrective Action 1: Please post the Nondiscrimination Statement on the SFA website and include the link in the corrective action response.</p>