

## 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:** Eureka School District

**Date of Administrative Review (Entrance Conference Date):** 3/27/17

**Date review results were provided to the School Food Authority:** 3/31/17

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

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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?

- X 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"/>	<b>A. Program Access and Reimbursement</b>	
		<b>YES</b>	<b>NO</b>
		X	<input type="checkbox"/>
		X	<input type="checkbox"/>
		<input type="checkbox"/>	X
Finding(s) Details: 1) Finding 1 (Onsite 126): SFA approved one application with one student as free, but should have been approved as reduced. 2) Finding 2 (Offsite 200): SFA verified two applications, but should have only verified one based on the number of approved applications multiplied by three percent. 3) Finding 3 (Offsite 200): SFA destroyed documentation of verification for one application. According to 7 CFR 210.23(c), records must be kept for three years after submission of the final Claim for Reimbursement for the fiscal year. If audit findings have not been resolved, the three-year period is extended as long as required for resolution of audit issues.			
X	<input type="checkbox"/>	<b>B. Meal Patterns and Nutritional Quality</b>	
		<b>YES</b>	<b>NO</b>
		X	<input type="checkbox"/>
		<input type="checkbox"/>	X
		<input type="checkbox"/>	X
Finding(s) Details: 1) Finding 4 (Onsite 404, 502): SFA had no signage explaining what constitutes a reimbursable lunch to students. Regulations in 7 CFR 210.10(a)(2) require schools to identify reimbursable meals to students; this aims to reduce the unintended purchase of a la carte items and help students make healthy food choices. 2) Finding 5 (Onsite 410): A. <u>Menu Week 3/6-3/10</u> 1. 1/4 cup Beans/Peas/Legumes vegetable subgroup was served during the week. At least 1/2 cup must be served over the week. 2. 1/8 cup Starchy vegetable subgroup was served during the week. At least 1/2 cup must be served over the week. 3. 9 oz. eq. grain was served during the week. At least 10 oz. eq. grain must be served during the week for grades 9-12. B. On 3/6/17 – Fish Sticks were served that credit as 1.5 oz. eq. grain. At least 2 oz. eq. grain must be served to grades 9-12 each day. C. On 3/10/17 – Tortilla Shells were served that credit as 1.5 oz. eq. grain. At least 2 oz. eq. grain must be served to grades 9-12 each day. D. <u>Menu Week 3/20-3/24</u> 1. 9.5 oz. eq. grain was served during the week. At least 10 oz. eq. grain must be served during the week for grades 9-12. 2. 9.5 oz. eq. meat/meat alternate was served during the week. At least 10 oz. eq. grain must be served during the week for grades 9-12. E. On 3/20/17 – Tortilla Shells were served that credit as 1.5 oz. eq. grain. At			

		<p>least 2 oz. eq. grain must be served to grades 9-12 each day.</p> <p>F. On 3/21/17 – Cheese served on the sandwich credits 1 oz. eq. meat/meat alternate (2 slices = 28 grams = 1 oz. eq.). Noodles in soup credit as 0.5 oz. eq. meat/meat alternate. At least 2 oz. eq. m/ma must be served to grades 9-12 each day.</p> <p>G. On 3/22/17 – Tortilla Shells served credit as 1.5 oz. eq. grain. At least 2 oz. eq. grain must be served to grades 9-12 each day.</p>															
X	<input type="checkbox"/>	<p><b>A. School Nutrition Environment</b></p> <table border="1"> <thead> <tr> <th>YES</th> <th>NO</th> <th></th> </tr> </thead> <tbody> <tr> <td>X</td> <td><input type="checkbox"/></td> <td>Food Safety</td> </tr> <tr> <td>X</td> <td><input type="checkbox"/></td> <td>Local School Wellness Policy</td> </tr> <tr> <td>X</td> <td><input type="checkbox"/></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> <ol style="list-style-type: none"> <li>1) Finding 12 (Onsite 1405): The most recent safety inspection report was not posted in a publicly visible location. According to 7 CFR 210.13(b), each school must post the most recent food safety inspection report in a publicly visible location for all participants of the school meals program to view.</li> <li>2) Finding 13 (Onsite 1406): SFA must ensure that the written food safety plan is current in accordance with 7 CFR 210.13(c). It must be reviewed, revised as needed, and signed at least annually. A current food safety plan model can be found on the CANS/NSLP website: <a href="http://doe.sd.gov/cans/nslp.aspx">http://doe.sd.gov/cans/nslp.aspx</a> under the Forms heading.</li> <li>3) Finding 14 (Onsite 1410): A couple items were found that do not meet the Buy American rule. Each SFA is required to purchase domestic agricultural commodities or products that are produced and processed in the United States substantially using agricultural commodities that are produced in the United States or territories, as applicable (7 CFR 210.21(d)). While limited exceptions exist when products are prohibitively costly or not available in required quantities, SFAs must consider alternative domestic foods prior to automatically approving an exception. Documentation must be retained on file for non-domestic products.</li> <li>4) Finding 8 (Offsite 1000-1006): Local Wellness Policy does not specify standards for foods and beverages provided or sold to students during the school day. The policy does not describe an assessment or the results of an assessment, nor is the assessment made available to the public.</li> <li>5) Finding 9 (Offsite 1100/Onsite 1105): There are three items in the vending machine that do not meet smart snacks requirements. <ul style="list-style-type: none"> <li>• Goldfish-not whole grain. The first ingredient is unbleached enriched wheat flour, which is not whole grain.</li> <li>• Chex Mix-not whole grain. The first ingredient is enriched flour, which is not whole grain.</li> <li>• Flavored water. Water must be unflavored.</li> </ul> </li> <li>6) Finding 6 (Offsite 710): SFA is not charging enough for a la carte items (nonprogram foods). According to 7 CFR 210.14(f), the SFA must take steps to ensure the revenue from the sale of nonprogram foods covers expenses of the nonprogram foods.</li> </ol>	YES	NO		X	<input type="checkbox"/>	Food Safety	X	<input type="checkbox"/>	Local School Wellness Policy	X	<input type="checkbox"/>	Competitive Foods	X	<input type="checkbox"/>	Other
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		<p>7) Finding 10 (Offsite 1203/Onsite 1214): Food Service Director did not meet hiring standards and a request to hire was not submitted to CANS. The Professional Standards regulations in 7 CFR 210.30 establish hiring standards for new school nutrition program directors at the SFA level. Hiring Standards became applicable for new program directors hired on or after July 1, 2015.</p> <p>8) Finding 11 (Offsite 1205/Onsite 1218): Full time food service staff has not met the 6 hours of required training. The Professional Standards regulations in 7 CFR 210.30 establish training standards for all school nutrition program staff at the SFA level.</p> <p>9) Finding 15 (Offsite 1601): SFA did not inform households of the availability of SFSP.</p>
X	<input type="checkbox"/>	<p><b>B. Civil Rights</b></p> <p>Finding(s) Details:</p> <p>1) Finding 7 (Onsite 811): The USDA “And Justice for All” poster was a printed version, not the actual poster from USDA. FNS Instruction 113-1 requires that participating schools prominently display the USDA nondiscrimination poster “And Justice for All”. All posters must be 11” x 17”. The poster must be placed in a location that enables program participants to read the text of the poster without obstruction. For example, the poster could be placed next to the cashier, at the beginning of the serving line, over the milk cooler, or at the entrance/exit to the cafeteria.</p>