

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: Waubay School District

Date of Administrative Review (Entrance Conference Date): 3/29/17

Date review results were provided to the School Food Authority: 4/11/17

Date review summary was publicly posted: 11/7/17

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		
XX	<input type="checkbox"/>	A. Program Access and Reimbursement		
		YES	NO	
		X	<input type="checkbox"/>	Certification and Benefit Issuance
		<input type="checkbox"/>	X	Verification
		<input type="checkbox"/>	X	Meal Counting and Claiming
Finding(s) Details: 1) Finding 1: Onsite 126: Multiple free and reduced applications were determined incorrectly. <ul style="list-style-type: none"> o One application with one student was determined as reduced and should have been free. o One application with four students was determined as free and should have been reduced. 				
XX	<input type="checkbox"/>	B. Meal Patterns and Nutritional Quality		
		YES	NO	
		X	<input type="checkbox"/>	Meal Components and Quantities
		X	<input type="checkbox"/>	Offer versus Serve
		X	<input type="checkbox"/>	Dietary Specifications and Nutrient Analysis
Finding(s) Details: 1) REVISED Finding 2a: Onsite 410 and Offsite 602: Planned menu quantities do not meet meal pattern requirements. <ul style="list-style-type: none"> o More than 50% of the fruit offerings at breakfast for the week were in the form of juice. On 3/16/17 juice was the only fruit served. Fruit flavored yogurt does not count toward the fruit meal component. Yogurt is credited as a Meat/Meat Alternate (M/MA). o On Monday 3/13/17 at lunch the minimum M/MA was not served for grade groups K-5 and 9-12. o The minimum quantity of M/MA for the 9-12 grade group was not met over the course of the week. o On Tuesday 3/14/17 soup was served at lunch. The soup contains creditable vegetables and grains. It should be listed in both of these sections on the production record. o Multiple forms of potatoes (Tri-Tators, French fries, mashed) are served throughout the week and on the day of review. They are listed under the Grains section of the production record. Potatoes are credited as a starchy vegetable and should be listed under the vegetable section of the production record. o The minimum quantity of Red/Orange vegetable for the 9-12 grade group (1 ¼ cups) is not met for the week. <p>Production records and labels were submitted for the week of 4/3/17-4/7/17. This week had 1 day with a missing component. Production records were requested for the entire review period (2/1/17-4/28/17). A nutrient analysis was completed on a new week of production records. The CANS office received guidance that a nutrient analysis must be completed on a served week of menus. The following were observed as out of compliance on the first nutrient analysis:</p>				

		<ul style="list-style-type: none"> ○ One item containing trans fats was served <ul style="list-style-type: none"> ▪ Pioneer Gravy Mix ○ Breakfast exceeded calories by an average of 28 calories over the course of the week ○ Breakfast exceeded sodium by an average of 92mg over the course of the week. ○ K-5 Lunch exceeded calories by an average of 78 calories over the course of the week. ○ K-5 Lunch exceeded sodium by an average of 65mg over the course of the week. ○ 6-8 Lunch exceeded calories by an average of 84 calories over the course of the week. ○ 9-12 Lunch exceeded calories by an average of 72 calories over the course of the week. ○ 9-12 Lunch exceeded sodium by an average of 33mg over the course of the week. <p>2) Finding 2b: Production records and labels were submitted as requested after the school year resumed for 8/21 – 8/25. A nutrient analysis was completed on these production records. The following was observed as out of compliance on the nutrient analysis:</p> <ul style="list-style-type: none"> ○ K-12 Breakfast exceeded calories by an average of 39 calories over the course of the week. ○ K-5 Lunch exceeded calories by an average of 18 calories over the course of the week. ○ 9-12 Lunch exceeded sodium by an average of 47mg over the course of the week. <p>3) Finding 3: Onsite 404 & 502: There is no signage at breakfast explaining what a reimbursable meal is. Signage at breakfast and lunch must include the requirement to select at least ½ cup fruit and/or vegetable.</p>															
XX	□	<p>C. School Nutrition Environment</p> <table border="1" data-bbox="380 1302 1291 1470"> <thead> <tr> <th>YES</th> <th>NO</th> <th></th> </tr> </thead> <tbody> <tr> <td>X</td> <td>□</td> <td>Food Safety</td> </tr> <tr> <td>X</td> <td>□</td> <td>Local School Wellness Policy</td> </tr> <tr> <td>□</td> <td>X</td> <td>Competitive Foods</td> </tr> <tr> <td>X</td> <td>□</td> <td>Other</td> </tr> </tbody> </table> <p>Finding(s) Details:</p> <ol style="list-style-type: none"> 1) Finding 5: Offsite 1001: The Local Wellness Policy is not posted on the SFA’s website. 2) Finding 6: Offsite 1000-1006: The Local Wellness Policy does not meet the minimum requirements as specified in 7 CFR 210.31 and 220.7. 3) Finding 7: Offsite 1203/Onsite 1214: The Food Service Director did not meet the hiring requirements per 7 CFR 210.30(b) and a request to hire was not submitted to the CANS office prior to her being hired. 4) Finding 8: Onsite 1406: The SFA’s written food safety plan was not being implemented for the following reasons: <ul style="list-style-type: none"> ○ Sanitizing logs are being kept weekly, but are required to be daily ○ Thermometer calibration logs must have the calibration value recorded 	YES	NO		X	□	Food Safety	X	□	Local School Wellness Policy	□	X	Competitive Foods	X	□	Other
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		<ul style="list-style-type: none"> o The refrigerator used for the leftover fruits/vegetables for the Fresh Fruit and Vegetable Program must have a refrigeration log. <p>5) Finding 9: Onsite 1410: During the on-site review, several items were found to be non-compliant with the Buy American provision (7 CFR 210.21(d)) because they were from countries other than the USA.</p> <p>6) Finding 10: 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>
XX	□	<p>D. Civil Rights</p> <p>Finding(s) Details:</p> <p>1) Finding 4: Onsite 810: 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>