

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: Centerville School District

Date of Administrative Review (Entrance Conference Date): 12/19/17

Date review results were provided to the School Food Authority: 1/18/18

Date review summary was publicly posted: 2/23/18

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

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"/>	A. Program Access and Reimbursement		
		YES	NO	
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Certification and Benefit Issuance
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Verification
		<input type="checkbox"/>	<input type="checkbox"/>	Meal Counting and Claiming
<p>Finding(s) Details:</p> <p>Finding 1 (Onsite 134): School Food Authority properly provided direct certification benefits to a student that appeared in the 'potential matches' section of iMATCH, the state's direct certification system, but did not make the manual match. Benefits provided were legitimate; however, for recordkeeping purposes, the match would need to be completed.</p> <p>Finding 2 (Offsite 203, Onsite 214): Per communication with the Local Education Agency (LEA), 10 days of continued benefits were not provided when applying adverse action for verification procedures. After notifying the household of adverse action, the LEA must provide 10 days of continued benefits prior to changing the household to a lesser level of eligibility.</p>				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	B. Meal Patterns and Nutritional Quality		
		YES	NO	
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Meal Components and Quantities
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Offer versus Serve
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dietary Specifications and Nutrient Analysis
<p>Finding(s) Details:</p> <p>Finding 3 (Onsite 410): The reviewer observed that planned servings, amount prepared, and amount leftover/added were not consistently recorded on the production record. Additionally, the alternate entrée choice was not listed in component sections of the production record. According to 7 CFR 210.10(3), production and menu records must show how the meals offered contribute to the required food components and food quantities for each age/grade group every day.</p> <p>Finding 4 (Onsite 410): The menu review from the review period identified that the alternate entrée (chef salad) did not meet quantity requirements for grain, as whole grain crackers provided were short of the minimum quantity required, and accompanying croutons were not whole grain-rich. Additionally, the chef salad recipe was not available. As specified in 7 CFR 210.10(c), schools must offer the food components and quantities required in the established meal pattern.</p> <p>Finding 5 (Onsite 502): Signage observed during the day of review explained what constitutes a reimbursable meal to students; however, the signage did not include the requirement to select at least ½ cup fruit or vegetable. Signage is required to include language regarding the selection of ½ cup fruit and/or vegetable for a reimbursable meal.</p>				

<input checked="" type="checkbox"/>	<input type="checkbox"/>	C. School Nutrition Environment	
		YES	NO
		<input checked="" type="checkbox"/>	<input type="checkbox"/>
		<input checked="" type="checkbox"/>	<input type="checkbox"/>
		<input checked="" type="checkbox"/>	<input type="checkbox"/>
		<input checked="" type="checkbox"/>	<input type="checkbox"/>
		Finding(s) Details:	
		<p>Finding 6 (Offsite 1000 Series): Local Wellness Policy is missing the following required elements:</p> <ul style="list-style-type: none"> o Other school-based activities to promote wellness not identified. (1000) o Standards and nutrition guidelines for all foods and beverages sold to students during the school day (Smart Snacks Standards), lunch and breakfast meal pattern and nutrition requirements. (1000) o Permit marketing on the school campus during the school day of only foods and beverages which meet lunch nutrition standards. (1000) o Identify the position of the local education agency or school official responsible for implementation and oversight of the Local Wellness Policy. (1000) o Documentation of the most recent update was not maintained. (1002) o Documentation of outreach to stakeholders for Committee participation/update not maintained/completed. (1003) o Policy does not specify that stakeholders are made aware of their ability to participate in the development, review, update, and implementation of the policy. (1004) o Policy does not include description of assessment/measuring implementation, and assessment is not made available to the public. (1005, 1006) <p>Finding 7 (Offsite 1100, 1103, Onsite 1104, 1105): Reviewer observed products (Diet Coke, PowerAde, 10-ounce juice) in the vending machine available for purchase during the school day that does not meet Smart Snack Standards, as machine is accessible to elementary students. Vending machine usage is not enforced or overseen by a district representative. Products for student purchase during the school day (midnight thru 30 minutes <i>after</i> the official end of day) must meet Smart Snack standards.</p> <p>Finding 8 (Onsite 1400): Food Safety Plan does not include all required Standard Operating Procedures (SOPs), as SOP #21 – Safe Food Transportation, Storage, and Handling for all Child Nutrition Programs. This is a required ‘catch-all’ SOP to include in the Food Safety Plan.</p> <p>Finding 9 (Onsite 1407): Food Safety Checklist indicates monthly completion, however, some SOPs indicate that the checklist is to be completed weekly (such as Preventing Contamination of Food Bars).</p> <p>Finding 10 (Onsite 1408): Reviewer observed that the sanitizer log was not being properly maintained based on method of sanitizing. All applicable food safety logs must be properly maintained.</p> <p>Finding 11 (Onsite 1409): Reviewer observed single use bowls and cardboard boxes being stored on the ground in the pantry. All items must be stored at least six inches above ground level.</p>	

		Finding 12 (Offsite 1601): SFA did not provide documentation demonstrating Summer Food Service Program (SFSP) outreach. All SFAs participating in the school lunch program must provide outreach/communication regarding availability of summer meals in the area.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	D. Civil Rights
		Finding(s) Details: None