

## 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:** Sanborn Central School District

**Date of Administrative Review (Entrance Conference Date):** January 23, 2018

**Date review results were provided to the School Food Authority:** April 19, 2018

**Date review summary was publicly posted:** April 30, 2018

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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?

- 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	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>A. Program Access and Reimbursement</b>	
		<b>YES</b>	<b>NO</b>
		<input checked="" type="checkbox"/>	<input type="checkbox"/>
		Certification and Benefit Issuance	
		<input type="checkbox"/>	<input checked="" type="checkbox"/>
		Verification	
		<input type="checkbox"/>	<input checked="" type="checkbox"/>
		Meal Counting and Claiming	
		Finding(s) Details:	
		1) Finding 1: Onsite 128: Six applications had household income converted to monthly regardless of the income frequency reported by the family. Per the USDA Eligibility Manual for School Meals, applications with a single income frequency should not be converted to annual income and must be determined using the single income frequency. Applications with multiple income frequencies must be converted to annual income and determined using the annual household income.	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>B. Meal Patterns and Nutritional Quality</b>	
		<b>YES</b>	<b>NO</b>
		<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	
		Finding(s) Details:	
		1) Finding 2: Onsite 410: The PK-5 minimum daily grain requirement is not met on Monday (12/4) of the week of menus submitted due to a miscalculation with a CN label. As stated in 7 CFR 210.10 all students PK-5 must be offered a minimum of 1 ounce equivalent of grains per day.	
		2) Finding 3: Onsite 502: Signage at the school listed that the student must take a fruit and/or vegetable, but not the required serving size. Since the school is utilizing offer versus serve, signage must state that students must take at least ½ cup of fruit and/or vegetable.	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>C. School Nutrition Environment</b>	
		<b>YES</b>	<b>NO</b>
		<input type="checkbox"/>	<input checked="" type="checkbox"/>
		Food Safety	
		<input type="checkbox"/>	<input checked="" type="checkbox"/>
		Local School Wellness Policy	
		<input type="checkbox"/>	<input checked="" type="checkbox"/>
		Competitive Foods	
		<input checked="" type="checkbox"/>	<input type="checkbox"/>
		Other	
		Finding(s) Details:	
		1) Finding 4: Offsite 1601: The SFA did not notify households of the availability and location of free summer meals for students via the Summer Food Service Program (SFSP). 7 CFR 201.12 requires SFAs to distribute materials to inform families of the availability of free SFSP meals when school is not in session.	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>D. Civil Rights</b>	
		Finding(s) Details:	