

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: Tripp Delmont School District

Date of Administrative Review (Entrance Conference Date): 12/13/17

Date review results were provided to the School Food Authority: 1/16/18

Date review summary was publicly posted: 03/19/18

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	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	YES	NO
<input checked="" type="checkbox"/>	<input type="checkbox"/>		Certification and Benefit Issuance
<input type="checkbox"/>	<input checked="" type="checkbox"/>		Verification
<input checked="" type="checkbox"/>	<input type="checkbox"/>		Meal Counting and Claiming
Finding(s) Details:			
<p>1) Finding 1: Onsite 126: Two free and reduced applications were determined incorrectly. Per 7 CFR 245.3 and <i>the USDA Eligibility Manual for School Meals</i>, agencies must correctly determine each household's eligibility for free and reduced price meals.</p> <ul style="list-style-type: none"> • One application with two students was approved as free and should be reduced. • One application with one student was approved as reduced and should have been denied. <p>2) Finding 2: Onsite 128: Four applications had household income reported in only one frequency but were converted to annual. 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.</p> <p>3) Finding 3: Onsite 126: Four applications were approved using incorrect household sizes; however, this error did not change their meal benefit status. Per 7 CFR 245.3 and the USDA Eligibility Manual for School Meals, agencies must correctly approve each household application for free and reduced price meals at face value with the information provided solely on the application, per the USDA Eligibility Manual. Since this is a small school and community and many times the Determining Official may have inside information regarding other household members, the determining official must follow up with those households and make notes on the application when changes to the application are made and used to approve the application. These changes must also ensure that if any additional family members are added to the application that their income must also be added.</p> <p>One application had three names listed on the front, but had a household size of four listed. The SFA approved the application based on the three household members listed on the front. The SFA must clarify with the household if there are three or four household members. If there are four members does the fourth member have income to report?</p> <p>4) Finding 4: Onsite 136 and 317: Various colored dots (red, blue, green) representing free, reduced, and paid status appeared next to students' names at the point of service on the computer screen. Per FNS Memo SP 45-2012, agencies must insure that a child's eligibility status is not disclosed at any point in the process of providing free and reduced meals, including at the point of service.</p>			

<input type="checkbox"/>	<input checked="" type="checkbox"/>	B. Meal Patterns and Nutritional Quality			
		YES	NO		
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Meal Components and Quantities	
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Offer versus Serve	
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dietary Specifications and Nutrient Analysis	
Finding(s) Details:					
<input checked="" type="checkbox"/>	<input type="checkbox"/>	C. School Nutrition Environment			
		YES	NO		
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Food Safety	
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Local School Wellness Policy	
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Competitive Foods	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Other – School Breakfast and Summer Food Service Program Outreach (1600)			
Finding(s) Details:					
<p>1) Finding 5: Offsite 1000-1006: Local Wellness Policy does not contain all required elements. According to 7 CFR 210.31, each local educational agency must establish a local school wellness policy for all schools participating in the National School Lunch Program and/or School Breakfast Program under the jurisdiction of the local educational agency. The local school wellness policy is a written plan that includes methods to promote student wellness, prevent and reduce childhood obesity, and provide assurance that school meals and other food and beverages sold and otherwise made available on the school campus during the school day are consistent with applicable minimum Federal standards.</p> <p>2) Finding 6: 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.</p>					
<input type="checkbox"/>	<input checked="" type="checkbox"/>	D. Civil Rights			
		Finding(s) Details:			