

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: Hill City School District

Date of Administrative Review (Entrance Conference Date): November 21, 2019

Date review results were provided to the School Food Authority: December 20, 2019

Date review summary was publicly posted: February 12, 2020

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:			
1) Not all meal benefit applications were correctly approved. Application errors include missing SSN information and calculation errors.			
2) The SFA does not have a procedure for extending free school meal eligibility to all children who are members of a household in which one person in that household is receiving SNAP, TANF, or FDPIR benefits, as the SFA is not making the required effort to the extent possible to identify additional children in these households.			
3) The current process of counting and claiming for breakfast in the classroom does not ensure an account count of meals. Meal counting methods were inconsistent from classroom to classroom.			
4) There are days when the reduced-price meal counts the number of reduced-price eligible students, and there is not an acceptable explanation.			
<input checked="" type="checkbox"/>	<input type="checkbox"/>	B. Meal Patterns and Nutritional Quality	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	YES	NO
<input checked="" type="checkbox"/>	<input 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:			
1) Signage is not posted near or at the beginning of the serving line identifying what constitutes a reimbursable meal for breakfast.			
2) The SFA is not maintaining complete production records for breakfast and lunch each day. The SFA is not listing the Menu on the production records for the meals they produce. The SFA is not including the recipe or product name and code with each menu item on the production records.			
3) For the week of menu review, the lunch menu did not meet the minimum weekly requirements for meat/meat alternate. A meat/meat alternate was offered daily; however, the minimum weekly requirements were not met.			
4) For the week of menu review, the lunch menu did not meet the minimum weekly requirement for grain. A grain was offered daily; however the weekly minimum requirement was not met.			
<input checked="" type="checkbox"/>	<input type="checkbox"/>	C. School Nutrition Environment	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	YES	NO
<input checked="" type="checkbox"/>	<input 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: Resource Management
		Finding(s) Details: 1) The SFAs Local Wellness Policy does not contain all the required components. The SFA has not designated at least one official who has the authority and responsibility to ensure each school complies with the policy. 2) The SFA is not maintaining a temperature log for the dry storage areas. 3) Food items in the dry storage, refrigerator and freezer areas were stored on the floor. 4) The SFA had food that was not dated upon delivery and food that was opened and not dated with date opened. 5) The SFA incorrectly assessed compliance with non-program food revenue requirements.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	D. Civil Rights		
		Finding(s) Details:		