

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: Lyman 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	
		YES	NO
		<input type="checkbox"/>	<input checked="" type="checkbox"/>
		<input checked="" type="checkbox"/>	<input type="checkbox"/>
		<input checked="" type="checkbox"/>	<input type="checkbox"/>
		<p>Finding(s) Details:</p> <ol style="list-style-type: none"> 1) The SFA did not complete the required confirmation reviews for the applications selected for Verification. Adjust the finding if the confirmation reviews were completed but not documented. 2) The applications subject to verification were not properly selected in accordance with the standard sample used. For the two applications required to be verified, the SFA did not consider error-prone applications but instead separated the applications into two piles - those approved via income and those approved via TANF/FDPIR that were not on the Direct Certification List. The SFA then chose one application from each pile and verified those two. 3) The SFA and SA claims do not match, resulting in an under claim. The SFA has a systemic claiming error. At the end of meal service, the FSD counts her remaining trays and compares that to the POS count. There were two days where the tray count for lunch was lower than the POS meal count by one person, so the lower number was recorded rather than using the accurate POS count. 4) There were 32 students from Presho elementary who ate lunch at the other school, Kennebec elementary, during a school presentation. The POS correctly counted these students but the FSD did not record them on her daily edit check sheet so she did not include them in the claim. The total underclaim was for 32 lunches. In addition, the SFA was not reviewing the daily edit checks sheets from the POS. 5) The SFA did not provide the meal charge policy in writing to households. 	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	B. Meal Patterns and Nutritional Quality	
		YES	NO
		<input checked="" type="checkbox"/>	<input type="checkbox"/>
		<input checked="" type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input checked="" type="checkbox"/>
		<p>Finding(s) Details:</p> <ol style="list-style-type: none"> 1) On the day of review, Breakfast meals that were claimed at the point of service for reimbursement did not contain a sufficient quantity of fruit. The SFA is "serve" for the elementary school. Twelve students only took a half cup of fruit instead of the required one cup. 2) There is no meal signage for breakfast in the cafeteria that identifies the components of a reimbursable meal. 3) For the week of menu review, the lunch menu did not meet the minimum weekly requirement for the dark green vegetable subgroup. Dark green 	

		vegetables were offered, but not in large enough quantities to meet the weekly requirement.		
<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 checked="" type="checkbox"/>	<input type="checkbox"/>	Competitive Foods
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Other: SFSP Outreach
		Finding(s) Details:		
		<p>1) The SFAs Local School Wellness Policy has not been reviewed or updated and it has not been posted anywhere for the public to review.</p> <p>2) The SFA is selling items that do not meet the Smart Snacks nutrition standards for beverages sold to elementary school students during the school day. The vending machine in the hall contains Smart Snack approved beverages, but the portion sizes are too large for elementary school students who have access to the machine.</p> <p>3) The SFA has not performed SFSP outreach.</p>		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	D. Civil Rights		
		Finding(s) Details:		