

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: Children's Home Society of South Dakota

Date of Administrative Review (Entrance Conference Date): 05/12/2017

Date review results were provided to the School Food Authority: 05/24/2017

Date review summary was publicly posted: 12/19/2017

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		
X	<input type="checkbox"/>	A. Program Access and Reimbursement		
		YES	NO	
		<input type="checkbox"/>	X	Certification and Benefit Issuance
		<input type="checkbox"/>	X	Verification
		X	<input type="checkbox"/>	Meal Counting and Claiming
Finding(s) Details: 1) Finding 1 (Onsite 316): Agency over claimed 5 free meals at lunch and 1 free meal at breakfast at the Sioux Falls site.				
X	<input type="checkbox"/>	B. Meal Patterns and Nutritional Quality		
		YES	NO	
		X	<input type="checkbox"/>	Meal Components and Quantities
		<input type="checkbox"/>	X	Offer versus Serve
		<input type="checkbox"/>	X	Dietary Specifications and Nutrient Analysis
Finding(s) Details: 1) Finding 2 (Onsite 410): BREAKFAST 4/3: Bread used for toast is not whole grain rich. Not all cereals served are whole grain rich. All grains served must be whole grain rich. 4/5: Not all cereals served are whole grain rich. All grains served must be whole grain rich. 4/6: Bagel served is not whole grain rich. All grains served must be whole grain rich. 4/7: Not all cereals served are whole grain rich. All grains served must be whole grain rich. 4/8: Not all cereals served are whole grain rich. All grains served must be whole grain rich. 4/9: Not all cereals served are whole grain rich. All grains served must be whole grain rich. LUNCH 4/3: Bread served is not whole grain rich. All grains served must be whole grain rich. Bread served credits as 0.75 ounce equivalent. Must serve at least 1 ounce equivalent grains daily. 4/4: Bun served is not whole grain rich. All grains served must be whole grain rich. 4/6: Bun, Noodles, and Crackers served are not whole grain rich. All grains served must be whole grain rich. 1/2 cup carrots was served for vegetable. At least 3/4 cup vegetable must be served daily. 4/7: Bread served is not whole grain rich. All grains served must be whole grain rich. Bread served credits as 0.75 ounce equivalent. Must serve at least 1 ounce equivalent grains daily. 4/8: Bun served is not whole grain rich. All grains served must be whole grain rich. 4/9: Noodles served are not whole grain rich. All grains served must be whole grain rich.				
X	<input type="checkbox"/>	C. School Nutrition Environment		
		YES	NO	

	<input type="checkbox"/>	X	Food Safety
	X	<input type="checkbox"/>	Local School Wellness Policy
	<input type="checkbox"/>	X	Competitive Foods
	X	<input type="checkbox"/>	Other
	<p>Finding(s) Details:</p> <ol style="list-style-type: none"> 1) Finding 3 (Offsite 305e, 710): Adult meals prices do not meet the minimum amount based on the regulation. 2) Finding 4 (Offsite 705, 710): SFA does not have a clear accounting practice to separate program food/revenue, nonprogram food/revenue, etc., ensuring only allowable costs are charged to the Nonprogram Food Service Account. 3) Finding 6 (Offsite 900/Onsite 901-904): Onsite monitoring was not conducted for Breakfast or Lunch before February 1 of the current school year, in accordance with 7 CFR 210.8 Claims for Reimbursement. 4) Finding 7 (Offsite 1000-1006): The Local School Wellness Policy does not identify how eligible individuals are provided an opportunity to participate in the development, implementation, and review of the policy. The policy mentions how it is distributed to families, but no the public. Parents, students, administrators and the general public should be allowed to be involved in the process. No assessment has been completed or distributed to date. Reviewer recommends reading through the policy and removing items that do not apply. 5) Finding 8 (Offsite 1200-1211/Onsite 1212-1221): <ol style="list-style-type: none"> A. To date, no documentation of training for all kitchen staff for SY16-17 has been received by reviewer for the Rapid City site. B. Rapid City Food Service Director did not meet hiring requirements. 6) Finding 9 (Onsite 1501): Manual meal count sheets are not retained for at least 3 years after the final claim for reimbursement. 7) Finding 10 (Offsite 1601): SFA did not inform households of the availability of Summer Food Service Program; no documentation available. 8) Finding 11 (Onsite 1700): Onsite monitoring was not conducted within the first four weeks of program operation in SF or RC. In accordance with NSLP Numbered Memo 36, Afterschool Snack programs must be reviewed two times a year; the first review shall be made during the first four weeks of operation. 		
X	<input type="checkbox"/>	D. Civil Rights	
	<p>Finding(s) Details:</p> <ol style="list-style-type: none"> 1) Finding 5 (Offsite 803): Policy for processing complaints alleging discrimination within FNS School Meal Programs does not contain federal contact information and is mostly geared toward employees, not necessarily students receiving meals. 		