

## 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:** Faulkton Area School District 24-4

**Date of Administrative Review (Entrance Conference Date):** 12/19/2016

**Date review results were provided to the School Food Authority:** 1/13/2017

**Date review summary was publicly posted:** 3/15/2017

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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		
XX	<input type="checkbox"/>	<b>A. Program Access and Reimbursement</b>		
		<b>YES</b>	<b>NO</b>	
		XX	<input type="checkbox"/>	Certification and Benefit Issuance
		XX	<input type="checkbox"/>	Verification
		XX	<input type="checkbox"/>	Meal Counting and Claiming
Finding(s) Details:				
1) Finding 1: Offsite 112: All of the students that were directly certified were listed on the benefit issuance document as categorically approved. Directly certified students means that benefits were established without a household application through a means tested program, generally the iMATCH system. All students correctly received free meal benefits.				
2) Finding 2: Onsite 209: One application was selected for verification that was on the direct certification list. Directly certified students are exempt from the household application verification process.				
3) Finding 3: Onsite 211: There is no non-discrimination statement on the notification letter. All documents that relate to free and reduced eligibility are required to have the correct USDA non-discrimination statement.				
4) Finding 4: Onsite 314: At Thunderbird colony, point of service meal counts were taken by check marking the absent students, not the students who received a reimbursable meal.				
XX	<input type="checkbox"/>	<b>B. Meal Patterns and Nutritional Quality</b>		
		<b>YES</b>	<b>NO</b>	
		XX	<input type="checkbox"/>	Meal Components and Quantities
		<input type="checkbox"/>	XX	Offer versus Serve
		XX	<input type="checkbox"/>	Dietary Specifications and Nutrient Analysis
Finding(s) Details:				
1) Finding 5: There are no standardized recipes being used at the Thunderbird Colony. Standardized Recipes are required by regulation and necessary to know how food components credit and are also necessary to complete the menu review for the administrative review				
2) Finding 6: Onsite 404, 502: There is no signage at the Thunderbird colony that explains what makes up a reimbursable lunch or breakfast to students or what meal components are required under offer versus serve.				
3) Finding 7: The nacho cheese being used by the school had trans-fat in it. Dietary specifications require 0 g trans-fat per serving.				
XX	<input type="checkbox"/>	<b>C. School Nutrition Environment</b>		
		<b>YES</b>	<b>NO</b>	
		<input type="checkbox"/>	XX	Food Safety

		XX	<input type="checkbox"/>	Local School Wellness Policy
		XX	<input type="checkbox"/>	Competitive Foods
		XX	<input type="checkbox"/>	Other: Professional Standards, Water, Outreach
	<p>Finding(s) Details:</p> <p>1) Finding 10: Offsite 1005, 1006: Local School Wellness Policy: There is no available wellness policy assessment. All local wellness policies require an assessment once every three years. The first assessment must be done by July 1, 2017. This assessment measures the schools' compliance with the local school wellness policy. The assessment results must be made available to the public. The assessment must measure the implementation of the local school wellness policy, and include:</p> <ul style="list-style-type: none"> <li>• (i) The extent to which schools under the jurisdiction of the local educational agency are in compliance with the local school wellness policy;</li> <li>• (ii) The extent to which the local educational agency's local school wellness policy compares to model local school wellness policies; and</li> <li>• (iii) A description of the progress made in attaining the goals of the local school wellness policy.</li> </ul> <p>Make appropriate updates or modifications to the local school wellness policy, based on the 3 year assessment.</p> <p>2) Finding 11: Onsite 1104: Competitive Food: The products in the vending machine filled by the student council as a fundraiser do not meet smart snacks nutrition requirements. A Guide to Smart Snack in School booklet was left with the school during the exit conference, you can also find electronic copies posted to the CANS NSLP website: <a href="http://doe.sd.gov/cans/documents/USDASSnks.pdf">http://doe.sd.gov/cans/documents/USDASSnks.pdf</a></p> <p>3) Finding 12: Onsite 1105: Competitive Food: Two of the items sold a la carte items do not meet smart snacks requirements because they have 10% or more calories from saturated fat. These items are:</p> <ul style="list-style-type: none"> <li>• Otis Spunkmeyer Delicious Essentials Wild Blueberry Muffins</li> <li>• Otis Spunkmeyer Delicious Essentials Chocolate Chip Muffins</li> </ul> <p>Noncompliant a la carte foods cannot be sold. 7 CFR 210.11(f) The saturated fat content of a competitive food must be less than 10 percent of total calories per item as packaged or served, except as specified in paragraph (f)(3) of this section.</p> <p>4) Finding 13: Onsite 1200-1211/Offsite 1212-1221: Professional Standards: The SFA (including the colonies) is not tracking professional standards training hours as required in 7 CFR 210.31. All staff involved in the daily operation of the school nutrition programs (including establishing student eligibility) must track all training associated with the school nutrition programs each year. Tracking also includes monitoring to ensure minimum training hours are obtained for each class of employee.</p> <p>Training documentation must remain on file at the SFA for staff including colony and Food Service Management Company (FSMC) staff. A training</p>			

		<p>tracking tool must be used, the SD training tracking tool is one option that you can find on the CANS NSLP website at: <a href="http://doe.sd.gov/cans/documents/SDTrain16.xlsx">http://doe.sd.gov/cans/documents/SDTrain16.xlsx</a></p> <p>5) Finding 14: Onsite 1200-1211/Offsite 1212-1221: Professional Standards: FSMC must provide training documentation to the SFA that tracks to include hours of training or training categories on tracking sheets as required in 7 CFR 210.31.</p> <p>6) Finding 15: Onsite 1300: Water: Free potable water was not available to students at the colony during breakfast or lunch. Water must be freely available at all meal service sites at breakfast and lunch, but cannot be offered in place of milk.</p> <p>7) Finding 16: Offsite 1601: Outreach: The SFA did not notify eligible households of the availability and location of free meals for students via the Summer Food Service Program. Notifying families of the availability of free meals during the summer is a requirement of the National School Lunch Program.</p>
XX	<input type="checkbox"/>	<p><b>D. Civil Rights</b></p> <p>Finding(s) Details:</p> <p>1) Finding 8: Offsite 803: SFA does not have a formal or informal policy for receiving and processing civil rights discrimination complaints within the school meal program.</p> <p>2) Finding 9: Onsite 812: Boys are seated on one side of the room and girls were seated on the other. The school meals program prohibits gender separation of students during meal service (7 CFR Parts 15, 15a, and 15b). Federal law prohibits discrimination based on gender at any educational institution receiving Federal assistance. An SFA may request a waiver based on "Meal service at religious institutions operating under the dictates of the religion with which they are affiliated" from US Department of Education or US Department of Agriculture.</p>