

## 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:** Deubrook Area School District

**Date of Administrative Review (Entrance Conference Date):** May 1, 2019

**Date review results were provided to the School Food Authority:** May 31, 2019

**Date review summary was publicly posted:** August 30, 2019

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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

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"/>	<b>A. Program Access and Reimbursement</b>		
		<b>YES</b>	<b>NO</b>	
		<input type="checkbox"/>	<input type="checkbox"/>	Certification and Benefit Issuance
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Verification
		<input type="checkbox"/>	<input type="checkbox"/>	Meal Counting and Claiming
Finding(s) Details: 1) The SFA did not complete confirmation reviews on applications selected for Verification.				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>B. Meal Patterns and Nutritional Quality</b>		
		<b>YES</b>	<b>NO</b>	
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Meal Components and Quantities
		<input type="checkbox"/>	<input type="checkbox"/>	Offer versus Serve
		<input type="checkbox"/>	<input type="checkbox"/>	Dietary Specifications and Nutrient Analysis
Finding(s) Details: 1) Grade Group K-8- For the week of menu review, the lunch menu did not meet the whole grain-rich requirement. Not all grains provided were whole grain-rich.  2) The SFA is not maintaining Child Nutrition labels or Product Formulation Statements for all processed menu items. The following menu items were missing proper documentation: Bacon Scramble Breakfast Pizza, Turkey Sausage Breakfast Pizza, and Cereal Breakfast Kits.  3) On the day of review, the SFA provided milk substitutions during lunch service that were not allowable. The two milk substitutions the school was using were Almond Breeze – Vanilla and Rice Dream Organic milk. Neither of these substitutions meets the USDA minimum nutrition requirements to be a milk replacement.				
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>C. School Nutrition Environment</b>		
		<b>YES</b>	<b>NO</b>	
		<input type="checkbox"/>	<input type="checkbox"/>	Food Safety
		<input type="checkbox"/>	<input type="checkbox"/>	Local School Wellness Policy
		<input type="checkbox"/>	<input type="checkbox"/>	Competitive Foods
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Other		
Finding(s) Details: 1) The SFA did not complete on-site monitoring for breakfast by February 1st and an extension was not requested.  2) The school nutrition staff did not meet the training requirements and did not have scheduled/planned trainings for the remainder of the school year to meet annual training requirements.  3) The SFA does not maintain a consolidated tracker for documentation of training hours for all food service staff.				

		<p>4) The SFA is not implementing their food safety plan. The SOP's are not updated and signed, and the food safety checklist has not been completed each month as required.</p> <p>5) Temperature logs are not being maintained for coolers, refrigerators, freezers, and dry storage areas.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p><b>D. Civil Rights</b></p> <p>Finding(s) Details:</p> <p>1) Documentation of civil rights training was not provided for all food service staff. The civil rights training certificate was not available for each food service employee.</p>