

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: Haakon School District

Date of Administrative Review (Entrance Conference Date): April 3rd, 2019

Date review results were provided to the School Food Authority: June 6, 2019

Date review summary was publicly posted: June 10, 2019

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	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	A. Program Access and Reimbursement	
		YES	NO
		<input checked="" type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input checked="" type="checkbox"/>
		<input type="checkbox"/>	<input checked="" type="checkbox"/>
		Finding(s) Details: 1) Onsite 126: One application with one student was approved for free meals but should have been approved as reduced. Per 7 CFR 245.3 Eligibility Standards and Criteria and the USDA Eligibility Manual for School Meals, agencies must correctly determine each household's eligibility for free and reduced-price meals. This student has since moved to a different school district. Because the percentage of error does not meet or exceed the 3% threshold, no fiscal action will take place.	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	B. Meal Patterns and Nutritional Quality	
		YES	NO
		<input checked="" type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input checked="" type="checkbox"/>
		<input type="checkbox"/>	<input checked="" type="checkbox"/>
		Finding(s) Details: 1) Onsite 402, 410: The week of menu review did not contain the required amounts of Beans/Peas (Legumes) or Red/Orange vegetables. According to 7 CFR 210.10, Meal Requirements for Lunches and Requirements for Afterschool Snacks, meals offered to each age/grade group must include the food components and food quantities specified in the meal pattern. Repeat violations in this area may result in fiscal action. See below for specific menu findings. Lunch K-8 Vegetable Sub Groups <ul style="list-style-type: none"> ○ 1/8 cup of Beans/Peas (Legumes) was served during the week; at least 1/2 cup of Beans/Peas (Legumes) must be served throughout the week ○ 3/8 cup Red/Orange vegetables was served during the week; at least 3/4 cup of Red/Orange vegetables must be served throughout the week Lunch 9-12 Vegetable Sub Groups <ul style="list-style-type: none"> ○ 1/4 cup of Beans/Peas (Legumes) was served during the week; at least 1/2 cup of Beans/Peas (Legumes) must be served throughout the week ○ 3/8 cup Red/Orange vegetables was served during the week; at least 1 1/4 cup must be served throughout the week 	
<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 type="checkbox"/>	<input type="checkbox"/>	Competitive Foods
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Other: Professional Standards, Buy American, Outreach
		<p>Finding(s) Details:</p> <p>1) Offsite 1000: Local Wellness Policy does not contain all required elements. According to 7 CFR 210.31 <i>Local School Wellness Policy</i>, (c) <i>Content of Plan</i>, (d) <i>Public involvement and public notification</i>, and (e) <i>Implementation assessments and updates</i> there must be a description of the plan for informing the public about the content and implementation of the local school wellness policy on a yearly basis, as well as reporting on the progress by making a triennial assessment available to the public. Reviewer did not find a description of these requirements within the Local Wellness Policy.</p> <p>2) Offsite 1600: SFA had indicated NA for this section. Breakfast is offered, therefore outreach must occur for this program. The Food Services Management policy that was provided informs patrons of the lunch and milk programs but does not inform patrons of the breakfast program.</p> <p>3) Offsite 1601: SFA had indicated NA for this section. According to 7 CFR 210.12 <i>Student, Parent, and Community Involvement</i>, school food authorities must cooperate with Summer Food Service Program sponsors to distribute materials to inform families of the availability and location of free Summer Food Service Program meals for students when school is not in session.</p>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	D. Civil Rights		
		<p>Finding(s) Details:</p> <p>1) Offsite 803: Current process for handling Civil Rights complaints is that the complaint would go to the Superintendent, who gathers the information and forwards the complaint to the Office of the Assistant Secretary for Civil Rights. All complaints should go directly to the USDA, as indicated on the "And Justice For All" poster. <i>FNS Instruction 113-1</i> describes how complaints of discrimination must be reported.</p>		