

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: John Paul II

Date of Administrative Review (Entrance Conference Date): April 2, 2019

Date review results were provided to the School Food Authority: May 2, 2019

Date review summary was publicly posted: August 30, 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

If yes, please indicate the areas and what issues were identified in the table below.

YES	NO	REVIEW FINDINGS		
☒	☐	A. Program Access and Reimbursement		
		YES	NO	
		☒	☐	Certification and Benefit Issuance
		☒	☐	Verification
		☒	☐	Meal Counting and Claiming
Finding(s) Details: 1) The Direct Certification Notification letter did not include all required fields. 2) There was one application that was annualized when it should have been determined based on the stated pay frequency. 3) Notification of Verification results was not maintained on file. 4) There was an overclaim of 139 paid meals and an underclaim of 1 reduced meal.				
☒	☐	B. Meal Patterns and Nutritional Quality		
		YES	NO	
		☒	☐	Meal Components and Quantities
		☒	☐	Offer versus Serve
		☐	☐	Dietary Specifications and Nutrient Analysis
Finding(s) Details: 1) For the week of menu review, the lunch menu did not meet the daily minimum vegetable requirement or the weekly minimum requirement for the red/orange vegetable sub-group. 2) Meal Signage for was not posted for lunch or for offer vs. serve requirements.				
☒	☐	C. School Nutrition Environment		
		YES	NO	
		☒	☐	Food Safety
		☐	☐	Local School Wellness Policy
		☐	☐	Competitive Foods
		☒	☐	Other
Finding(s) Details: 1) The SFA did not provide documentation to substantiate expenses charged to the food service account. 2) The sponsor did not have documentation on file from the distributor for food items that did not comply with the Buy American provision. 3) There were food items in the storage areas that were not dated. 4) SFSP outreach was not provided to households				
☒	☐	D. Civil Rights		
Finding(s) Details:				

		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.
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