

## 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:** McIntosh School District

**Date of Administrative Review (Entrance Conference Date):** 11/28/18

**Date review results were provided to the School Food Authority:** 12/27/18

**Date review summary was publicly posted:** 1/29/18

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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                                 |                          |  |
|---|--------------------------|---|--------------------------|--|
| X   | <input type="checkbox"/> | <b>A. Program Access and Reimbursement</b>      |                          |  |
|   |                          | <b>YES</b>                                      | <b>NO</b>                |  |
|   |                          | <input type="checkbox"/>                        | X                        | Certification and Benefit Issuance           |
|   |                          | <input type="checkbox"/>                        | X                        | Verification                                 |
|   |                          | X   | <input type="checkbox"/> | Meal Counting and Claiming                   |
| Finding(s) Details: <ul style="list-style-type: none"> <li> <b>Finding 1 (Onsite 314):</b> Annual agreement identifies a traditional Point of Service, however, during onsite review, it is observed that a meal count takes place prior to students accessing a vegetable bar. Vegetable bar is observed by a food service employee, serving as an assistant and ensuring students receive reimbursable meals. Annual agreement must be consistent with the onsite processes, per 7 CFR 210.9.           </li> <li> <b>Finding 2 (Onsite 316, Onsite 325):</b> During claim consolidation, School Food Authority (SFA) made a non-systemic error in recording point of service counts to consolidated count sheet, resulting in an underclaim by one lunch meal. School must submit accurate claims based on point of service counts, per 7 CFR 210.7(c)(1)(iii).           </li> </ul>  |                          |   |                          |  |
| X   | <input type="checkbox"/> | <b>B. Meal Patterns and Nutritional Quality</b> |                          |  |
|   |                          | <b>YES</b>                                      | <b>NO</b>                |  |
|   |                          | X   | <input type="checkbox"/> | Meal Components and Quantities               |
|   |                          | X   | <input type="checkbox"/> | Offer versus Serve                           |
|   |                          | <input type="checkbox"/>                        | X                        | Dietary Specifications and Nutrient Analysis |
| Finding(s) Details: <ul style="list-style-type: none"> <li> <b>Finding 3 (Onsite 410):</b> Reviewer observed meal pattern quantity violations during the menu review from the review period for breakfast and lunch.           <ul style="list-style-type: none"> <li>Bread provided at breakfast on 10/15 weighed 27 grams; A 28-gram slice of bread by weight credits as 1-ounce equivalent grain, and must be whole grain-rich.</li> <li>Homemade granola bars provided at breakfast on 10/16 credited short of the required 1-ounce equivalent daily requirement.</li> <li>Chicken strips provided at lunch on 10/15 were short of the 2-ounce equivalent grain requirement for 9-12.</li> <li>Chicken fajita strips provided at lunch on 10/16 was short of the 2-ounce equivalent meat/meat alternate requirement for 9-12, and the tortilla was short of the 2-ounce equivalent requirement for 9-12.</li> <li>Brown Rice (grain offering) provided at lunch on 10/18 was short of the grain ounce-equivalent requirements for all grade groups.</li> <li>During day of review, two non-whole grain-rich dry noodle products were observed in the pantry. Food Service Director indicates that these products are dated and not used.</li> </ul> </li> </ul> <p>As specified in 7 CFR 210.10(c), schools must offer the food components and quantities required in the established meal pattern.</p> |                          |   |                          |  |

|                          |                          | <ul style="list-style-type: none"> <li>• <b>Finding 4 (Onsite 410):</b> The menu review from the review period identified that the menu planner does not have recipes for the Chicken Fajita (10/16), Beef Alfredo (10/17), and Turkey Croissant (10/19) meals. As specified in 7 CFR 210.18(g)(2)(i)(A), crediting documentation must be maintained (such as a CN label, Product Formulation Statement, or accurate recipe) to demonstrate compliance with the meal pattern.</li> <li>• <b>Finding 5 (Onsite 502):</b> Signage observed during the day of review explained what constitutes a reimbursable meal to students; however, the signage did not include the requirement to select at least ½ cup fruit or vegetable. Signage is required to include language regarding the selection of ½ cup fruit and/or vegetable for a reimbursable meal.</li> </ul>   |     |    |  |   |                          |             |   |                          |                              |                          |   |                   |   |                          |   |
|--------------------------|--------------------------|---|-----|----|--|---|--------------------------|-------------|---|--------------------------|------------------------------|--------------------------|---|-------------------|---|--------------------------|---|
| X                        | <input type="checkbox"/> | <p><b>C. School Nutrition Environment</b></p> <table border="1"> <thead> <tr> <th>YES</th> <th>NO</th> <th></th> </tr> </thead> <tbody> <tr> <td>X</td> <td><input type="checkbox"/></td> <td>Food Safety</td> </tr> <tr> <td>X</td> <td><input type="checkbox"/></td> <td>Local School Wellness Policy</td> </tr> <tr> <td><input type="checkbox"/></td> <td>X</td> <td>Competitive Foods</td> </tr> <tr> <td>X</td> <td><input type="checkbox"/></td> <td>Other: Summer Food Service Program Outreach</td> </tr> </tbody> </table> <p>Finding(s) Details:</p> <ul style="list-style-type: none"> <li>• <b>Finding 7 (Offsite 1000 Series):</b> Local Wellness Policy is missing the following required elements: <ul style="list-style-type: none"> <li>○ Permit marketing on the school campus during the school day of only foods and beverages which meet nutrition standards. (1000)</li> <li>○ Documentation of the most recent update was not maintained. (1002)</li> </ul> </li> <li>• <b>Finding 8 (Onsite 1403, Onsite 1411):</b> Reviewer observed two products with a country of origin outside of the USA (Whole Baby Corn, Pineapple from Thailand). The SFA did not have documentation on file to support an exception to the Buy American requirement for these products. <p>The Buy American requirement states that a food or food product is grown and/processed in the USA. At least 51% of the final processed product must be made up of domestically grown commodities. For products that are <u>not</u> USA grown and processed, the SFA needs to have a documentation indicating that domestic products are truly not available or reasonably priced.</p> </li> <li>• <b>Finding 9 (Onsite 1407):</b> Food Safety Checklist is completed monthly, however, the checklist and SOPs identify for the checklist to be completed daily. The food safety checklist may be completed monthly, but the SOPs and checklist must identify an accurate reflection of frequency.</li> <li>• <b>Finding 10 (Offsite 1601):</b> SFA did not inform households of the availability of Summer Food Service Program, as required in 8 CFR 210.12(d)(2). School food authorities must cooperate with Summer Food Service Program sponsors to distribute materials to inform families of the availability and location of free</li> </ul> | YES | NO |  | X | <input type="checkbox"/> | Food Safety | X | <input type="checkbox"/> | Local School Wellness Policy | <input type="checkbox"/> | X | Competitive Foods | X | <input type="checkbox"/> | Other: Summer Food Service Program Outreach |
| YES                      | NO                       |   |     |    |  |   |                          |             |   |                          |                              |                          |   |                   |   |                          |   |
| X                        | <input type="checkbox"/> | Food Safety   |     |    |  |   |                          |             |   |                          |                              |                          |   |                   |   |                          |   |
| X                        | <input type="checkbox"/> | Local School Wellness Policy  |     |    |  |   |                          |             |   |                          |                              |                          |   |                   |   |                          |   |
| <input type="checkbox"/> | X                        | Competitive Foods   |     |    |  |   |                          |             |   |                          |                              |                          |   |                   |   |                          |   |
| X                        | <input type="checkbox"/> | Other: Summer Food Service Program Outreach   |     |    |  |   |                          |             |   |                          |                              |                          |   |                   |   |                          |   |

|   |                          |   |
|---|--------------------------|---|
|   |                          | Summer Food Service Program meals for students when school is not in session.   |
| X | <input type="checkbox"/> | <b>D. Civil Rights</b><br>Finding(s) Details: <ul style="list-style-type: none"> <li>• <b>Finding 6 (Offsite 803):</b> SFA does not have a formal or informal policy to handle complaints of discrimination within the school meals program.</li> </ul> |