

## 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: McLaughlin School District**

**Date of Administrative Review (Entrance Conference Date): 1/31/19**

**Date review results were provided to the School Food Authority: 2/25/19**

**Date review summary was publicly posted: 4/8/19**

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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 (Offsite 308, 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; food service staff ensures students have a reimbursable meal prior to reaching the salad bar. Annual agreement must be consistent with the onsite processes, per 7 CFR 210.9.             </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 2A (Onsite 400; Onsite 410):</b> The reviewer identified during the menu review from the review period that preschool meals included cereal grains with greater than 6 grams of sugar and flavored milk types. Preschool students are served a reimbursable meal in a different area than the K-5 students. Per USDA Memo SP37-2017, schools must follow the preschool meal pattern as outlined in parts 7 CFR 210.10(o)(3), 210.10(p), and 220.8(o) when preschool students are served meals in a different area or at a different time than K-5 students.             </li> <li> <b>Finding 2B (Onsite 400, Onsite 410):</b> During month of the day of review (January 2019), the reviewer determined 312 preschool breakfast meals were counted for reimbursement without service of the Milk component. Milk was menu planned and delivered by the food service, however, the preschool staff did not provide the milk with the service of the breakfast meal. During the review period (December 2018), the reviewer determined 240 preschool breakfast meals were claimed for reimbursement without the service of the fluid milk component. Reimbursable breakfast meals to preschoolers must consist of: Grains, vegetables/fruits, and fluid milk (7 CFR 220.8(o)). This finding will result in a fiscal calculation.             </li> </ul> <p>State agencies must continue to take immediate fiscal action if a meal is completely missing one or more of the required food components (see 7 CFR 210.18(l)(2)(i); 226.2, definition of "meal;" 226.14(a); and</p>				

		<p>226.20(a)).</p> <p>Per 7 CFR 210.18(g)(2)(i)(B)(3)(ii), the State agency is not required to assess compliance with the dietary specifications when reviewing meals for preschoolers and a nutrient analysis is not required.</p> <ul style="list-style-type: none"> <li>• <b>Finding 3 (Onsite 404):</b> Although signage for lunch was available, no signage for breakfast was present. Schools must also have signage for a reimbursable breakfast available.</li> <li>• <b>Finding 4 (Onsite 410):</b> Production records from the menu review of the review period had an incorrect program year, some inaccurate serving sizes (milk, fruit, vegetable, wild rice), and missing planned servings, however, reimbursable meals meeting the meal pattern are provided. School food authorities must maintain production records which demonstrate the contribution to the required food components and food quantities for each age/grade group every day. Production and menu record must be maintained in accordance with Food Nutrition Service (FNS) guidance, per CFR 210.10 (a)(ii)(3).</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>
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X	☐	<b>C. School Nutrition Environment</b>		
		<b>YES</b>	<b>NO</b>	
		X	☐	Food Safety
		X	☐	Local School Wellness Policy
		☐	X	Competitive Foods
		X	☐	Other: Summer Food Service Outreach; Fresh Fruit & Vegetable Program
<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 (Offsite 1000).</li> <li>○ Identify the position of the LEA or school official(s) responsible for the implementation and oversight of the local school wellness policy (Offsite 1000).</li> <li>○ Documentation of the most recent update was not maintained (Offsite 1002).</li> </ul> </li> <li>• <b>Finding 8-A (Onsite 1406):</b> School has most recent health inspection</li> </ul>				

		<p>report posted within kitchen. The inspection report is required to be posted in an area visible to program participants.</p> <ul style="list-style-type: none"> <li>• <b>Finding 8-B (Onsite 1407):</b> Food Safety Plan and Standard Operating Procedures (SOPs) are reviewed and documented with a signature sheet. Each SOP must be signed as reviewed for demonstration of documentation.</li> <li>• <b>Finding 8-C (Onsite 1408):</b> Thermometer calibrations are being completed monthly. Thermometers are required to be calibrated and recorded at least weekly.</li> <li>• <b>Finding 9 (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 Summer Food Service Program meals for students when school is not in session.</li> <li>• <b>Finding 10 (Onsite 1906):</b> Reviewer observed cupcakes provided in conjunction with the FFVP service. The fresh fruit and/or vegetable offering cannot be accompanied with any other food or milk items.</li> </ul>
X	<input type="checkbox"/>	<p><b>D. Civil Rights</b></p> <p>Finding(s) Details:</p> <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>