

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: Little Eagle Grant School

Date of Administrative Review (Entrance Conference Date): February 20, 2020

Date review results were provided to the School Food Authority: March 20, 2020

Date review summary was publicly posted: June 23, 2020

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

This institution is an equal opportunity provider.

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 type="checkbox"/>	<input checked="" type="checkbox"/>	A. Program Access and Reimbursement	
		YES	NO
		<input type="checkbox"/>	<input type="checkbox"/>
		Certification and Benefit Issuance	
		<input type="checkbox"/>	<input type="checkbox"/>
		Verification	
		<input type="checkbox"/>	<input type="checkbox"/>
		Meal Counting and Claiming	
		Finding(s) Details:	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	B. Meal Patterns and Nutritional Quality	
		YES	NO
		<input checked="" type="checkbox"/>	<input type="checkbox"/>
		Meal Components and Quantities	
		<input type="checkbox"/>	<input checked="" type="checkbox"/>
		Offer versus Serve	
		<input type="checkbox"/>	<input checked="" type="checkbox"/>
		Dietary Specifications and Nutrient Analysis	
		Finding(s) Details:	
		<p>1) Finding 1 (Onsite 410): According to 7 CFR 210.10, <i>Meal Requirements for Lunches and Requirements for Afterschool Snacks</i>, 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. Future findings in this area may result in fiscal action.</p> <p>Lunch</p> <ol style="list-style-type: none"> 1. 1/7: No crediting information has been received for the MMA Mexican Lasagna; the creditable amount cannot be determined because there is no CN Label or Production formulation Statement (PFS) to show how the meat credits; therefore, the MMA is short for this day 2. 1/8: No crediting information has been received for the Kolache Sausage menu item; therefore, the MMA and Grains are short for this day 	
<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 checked="" type="checkbox"/>
		Competitive Foods	

		<input checked="" type="checkbox"/> <input type="checkbox"/> Other: Professional Standards, Outreach
<p>Finding(s) Details:</p> <p>1) Finding 5 (Offsite 1000-1006): SFA does not have a Local Wellness Policy. According to <i>7 CFR 210.31 Local School Wellness Policy</i>, (a) each local educational agency must establish a local school wellness policy for all schools participating in the National School Lunch Program and/or School Breakfast Program under the jurisdiction of the local educational agency. The local school wellness policy is a written plan that includes methods to promote student wellness, prevent and reduce childhood obesity, and provide assurance that school meals and other food and beverages sold and otherwise made available on the school campus during the school day are consistent with applicable minimum Federal standards.</p> <p>2) Finding 6 (Offsite 1204, 1206, 1208, 1209):</p> <p>A. No training is being tracked for any staff with duties related to school food service as set forth in <i>7 CFR 210.30 Nutrition Program Professional Standards</i>. Each school year, the SFA must ensure that all school nutrition program staff complete and track annual continuing education/training. Food Service Directors require 12 hours of annual training, Full Time Food Service staff require 6 hours of annual training, others who work directly in support of School Nutrition require duty-specific training. Items that must be tracked: Name, Title, Training Topic, Date, Number of Hours (minimum 15 minutes), Type of Training, Training Category, Document Examples (sin-in sheets, agendas, etc.). The SD Training Tracker can be found on CANS/NSLP website: https://doe.sd.gov/cans/nslp.aspx under the School Meal Programs Requirements category, Professional Standards heading.</p> <p>B. Food Service Director’s Food Safety Training certification expired on 1/20/2020. According to <i>7 CFR 210.30 School Nutrition Program Professional Standards</i>, all school nutrition program directors, for all local educational agency sizes, must have completed at least eight hours of food safety training within five years prior to their starting date or complete eight hours of food safety training within 30 calendar days of their starting date. At the discretion of the State agency, all school nutrition program directors, regardless of their starting date, may be required to complete eight hours of food safety training every five years.</p> <p>3) Finding 7 (Offsite 1600): Breakfast outreach was not conducted. 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</p>		

		<p>the breakfast program. According to 7 <i>CFR 210.12 Student, parent, and Community Involvement</i>, to the maximum extent practicable, school food authorities must inform families about the availability of breakfasts for students. Information about the School Breakfast Program must be distributed just prior to or at the beginning of the school year. In addition, schools are encouraged to send reminders regarding the availability of the School Breakfast Program multiple times throughout the year.</p> <p>4) Finding 8 (Offsite 1601): SFA did not inform households of the availability of Summer Food Service Program (SFSP). No documentation available. According to 7 <i>CFR 210.12 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"/>	<p>D. Civil Rights</p> <p>Finding(s) Details:</p> <p>1) Finding 2 (Offsite 803): SFA does not have a formal or informal policy to handle complaints of discrimination within the school meals programs. <i>FNS Instruction 113-1</i> and <i>CANS NSLP Memo 206-1</i> describe how complaints of discrimination must be reported.</p> <p>2) Finding 3 (Offsite 806): SFA does not have documentation of Civil Rights training for SY19-20 for all necessary employees. According to <i>FNS Instruction 113-1</i>, Local Agencies are responsible for training their subrecipients, including “frontline staff.” “Frontline staff” who interact with program applicants or participants, and those persons who supervise “frontline staff,” must be provided civil rights training on an annual basis.</p> <p>3) Finding 4 (Offsite 807): SFA did not provided SA with racial/ethnic data report when requested. According to <i>FNS Instruction 113-1</i>, Local Agencies must provide for and maintain a system to collect the racial and ethnic data in accordance with FNS policy. These data will be used to determine how effectively FNS programs are reaching potential eligible persons and beneficiaries, identify areas where additional outreach is needed, assist in the selection of locations for compliance reviews, and complete reports as required.</p>