

## 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:** Northwestern Area School District

**Date of Administrative Review (Entrance Conference Date):** December 11, 2019

**Date review results were provided to the School Food Authority:** January 6, 2020

**Date review summary was publicly posted:** February 12, 2020

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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

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"/>	<b>A. Program Access and Reimbursement</b>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>YES</b>	<b>NO</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finding(s) Details: 1) Not all selected applications were approved correctly. Not all applications included the names of all household members and not all applications included the last four digits of the social security number of an adult household member, or indication of none.  2) Not all applications were approved correctly. One application provided a case number but was approved at the reduced-price rate instead of free and one application was calculated incorrectly and should have been approved as free instead of reduced paid.  3) The SFA annualized income when it should have been determined at its stated frequency.			
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>B. Meal Patterns and Nutritional Quality</b>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>YES</b>	<b>NO</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Finding(s) Details: 1) For the week of menu review, meals counted for reimbursement did not contain all the required components. The omelet meal offered on 11/6/19 did not contain a grain.  2) For the week of menu review, the breakfast menu did not meet the minimum daily and weekly requirements for grain. Meat/meat alternate products may credit towards the weekly grain requirement, once the daily grain requirement is met.			
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>C. School Nutrition Environment</b>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>YES</b>	<b>NO</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Finding(s) Details: 1) The SFA is not in compliance with the Buy American provision. Noncompliant food items were observed, and no documentation was available justifying the limited exception(s).  2) The SFAs Local Wellness Policy does not contain all the required components. The Wellness Policy does not include designation of one or more SFA officials in charge of school compliance oversight, policies that allow marketing or			

		<p>advertising of only those foods and beverages that meet Smart Snacks in School nutrition standards, or documentation of meeting announcements, committee invitation, updates and assessments made available to the public.</p> <p>3) The SFA has not reached out to potential stakeholders to participate in the development, review, update, and implementation of the Local School Wellness Policy.</p> <p>4) The SFA does not have a policy for all food sold outside of the reimbursable meals sold.</p> <p>5) The SFA incorrectly assessed compliance with non-program food revenue requirements.</p> <p>6) The SFA has not performed SFSP outreach.</p>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p><b>D. Civil Rights</b></p> <p>Finding(s) Details:</p>