

## 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:** Oglala Lakota County School District

**Date of Administrative Review (Entrance Conference Date):** November 19, 2019

**Date review results were provided to the School Food Authority:** December 19, 2019

**Date review summary was publicly posted:** May 11, 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

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	
<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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>Finding(s) Details:</p> <ol style="list-style-type: none"> <li>1) The SFA's documentation does not support the Identified Student Percentages and claiming percentages at the time of the latest CEP approval, as the SFA did not have documentation to support a directly certified status for all students who had been listed as Identified Students. The new FSD could not find the original CEP base year documentation, only the letter of approval from the state dated August 18, 2018.</li> <li>2) The SFA has claimed meals in error based on inaccurate counting and/or claiming procedures. The SFA was using tray counts to determine the claim for reimbursement. This is not an accurate Point of Service. As a result, a recalculation is needed for August-November. The applies to all sites within the SFA. During the on-site review a new point of service was approved, and the SFA was informed of the recalculation. The first day of the 30-day meal count will begin on November 20, 2019. At Batesland Elementary there is a Head Start classroom, the SFA is not claiming the number of actual meals served to these students. The SFA must maintain a specific count of meals served in the classroom for this group. Documentation for the Head Start classroom must be maintained and submitted with the 30-day meal counts.</li> <li>3) The SFA does not complete an edit check.</li> </ol>			
<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 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"/>
<p>Finding(s) Details:</p> <ol style="list-style-type: none"> <li>1) On the day of review, meals that were claimed at the point of service for reimbursement did not contain all required components for breakfast. All required components were available; however students did not select the minimum number of components required. This finding may result in fiscal action due to incomplete meals claimed for reimbursement. There were 21 students that did not take milk at breakfast. The site is approved in their application as Offer vs. Serve however, based on comments from the director the site is serve only. The SFA must update their site application to "serve only".</li> <li>2) The SFA is not maintaining daily production records. The records are not completed during meal service and are not filled out completely.</li> </ol>			

		<p>3) Grades 9-12- For the week of menu review, the lunch menu did not meet the minimum daily requirement for grain. A grain was offered daily, however the minimum required portion size was not met.</p> <p>4) Grades K-8 &amp; 9-12- For the week of menu review, the lunch menu did not meet the minimum daily vegetable requirement. Vegetables were offered daily, however the minimum required portion size was not met.</p> <p>5) Grades K-8 &amp; 9-12- For the week of menu review, the lunch menu did not meet the minimum weekly requirement for the beans/legumes vegetable subgroup. Beans/legumes were offered, but not in large enough quantities to meet the weekly requirement.</p> <p>6) Grades 9-12- For the week of menu review, the lunch menu did not meet the minimum weekly requirement for the red/orange vegetable subgroup. Red/orange vegetables were offered, but not in large enough quantities to meet the weekly requirement.</p>															
<input checked="" type="checkbox"/>	<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><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Food Safety</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Local School Wellness Policy</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>Competitive Foods</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Other: On-site monitoring, professional standards, SFSP outreach</td> </tr> </tbody> </table> <p>Finding(s) Details:</p> <p>1) On-site monitoring was not completed for all of the sites with the SFA for breakfast or lunch. There is no documentation that the monitoring was completed in 18-19.</p> <p>2) The SFA is not in compliance with USDA Local School Wellness Policy requirements.</p> <ol style="list-style-type: none"> <li>1. The policy does not include all of the required areas.</li> <li>2. The policy is not made available to the public.</li> <li>3. The policy is not reviewed/update annually.</li> <li>4. There is no Wellness committee.</li> <li>5. Stakeholders have not been made aware of the ability to participate in the development, review, and update of the policy.</li> </ol> <p>3) The School Nutrition Program Director did not complete food safety training within 30 days of being hired, and no previous food safety certification was obtained in the last 5 years. In addition, the School Nutrition Program Director did not meet the training requirements and did not have scheduled/planned trainings for the remainder of the school year to meet annual training requirements.</p> <p>4) The School Nutrition Program Managers, full time, and part time staff did not meet the training requirements and did not have scheduled/planned trainings for the remainder of the school year to meet annual training requirements.</p> <p>5) The SFA is not tracking training hours.</p>	YES	NO		<input checked="" type="checkbox"/>	<input 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: On-site monitoring, professional standards, SFSP outreach
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		<p>6) The SFA is not implementing their food safety plan.</p> <p>7) Temperature logs are not being kept on file for at least 6 months.</p> <p>8) The SFA has not performed SFSP outreach.</p>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p><b>D. Civil Rights</b></p> <p>Finding(s) Details:</p> <p>1) The SFA must use the current civil rights statement on all Program materials. The SFA is not using the civil rights statement on all Program materials. The civil rights statement must be posted to the SFA website as well.</p> <p>2) The SFA does not have a procedure in place for handling civil rights complaints.</p> <p>3) The SFA did not provide the yearly civil rights training for the appropriate staff.</p>