

## 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 15-02

**Date of Administrative Review (Entrance Conference Date):** 11/29/2023

**Date review results were provided to the School Food Authority:** 3/13/2024

**Date review summary was publicly posted:** 6/21/24

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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 type="checkbox"/>	<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:	
		1) Meal count totals by category have not been combined or recorded correctly. This is a non-systemic error. Edit Checks for the day of review were not provided. The SFA must ensure that meal counts are being recorded accurately. This may result in a fiscal calculation.	
		2)	
<input type="checkbox"/>	<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"/>	<input type="checkbox"/>
		Dietary Specifications and Nutrient Analysis	
		Finding(s) Details:	
		1) The SFA did not maintain the following supporting menu documentation. SFAs must keep production and menu records for reimbursable meals offered. The menu was not provided on the day of review.	
		2) Signage is not posted near or at the beginning of the serving line identifying what constitutes a reimbursable meal for breakfast.	
		3) For the week of menu review, the 9 -12 breakfast menu did not meet the minimum daily and weekly requirements for grain. The daily minimum of 1 oz. eq. was not met on all days. The weekly requirement of 9 oz. eq. was not met for grades 9-12.	
		4) For the week of menu review, the 9-12 breakfast menu did not meet the whole grain-rich requirement. At least 80% of the grains offered weekly must be whole grain-rich to meet requirements. Whole grain-rich crediting could not be determined due to lack of documentation received from the Sponsor. The ingredient portion of the Nutrition Facts Labels are needed for the following items to determine the whole grain-rich contribution: -Early Risers -French toast square -Pancake on a stick -Banana bread -Cereal, all varieties	
		5) The meal pattern crediting for the daily grains component could not be determined due to lack of documentation received from the Sponsor. This finding may result in fiscal action due to incomplete meals claimed for reimbursement.	
		6) The SFA is not maintaining Child Nutrition labels or Product Specification Statements for processed menu items. A Child Nutrition Label or Product Formulation Statement was not available for all processed menu items. The SFA must ensure that Child Nutrition labels or Product Formulation Statements for processed products are being maintained in order to	

		<p>document an item's compliance with the meal pattern. The SFA should have a folder or a binder to keep labels for all menu items, this allows for easy reference when determining menu compliance.</p> <p>7) Nutrition facts labels are not available and kept on file for all menu items. The SFA must ensure that nutrition facts labels are being maintained in order to document an item's compliance with the meal pattern. The SFA should have a folder or a binder to keep labels for all menu items, that way they are easy to find and can be referenced when determining menu compliance.</p> <p>8) On the day of review, fluid milk was not available in at least two varieties on all serving lines for breakfast. There was milk available throughout the meal, however there was only one option - 1% low fat white milk.</p> <p>9) Signage is not posted near or at the beginning of the serving line identifying what constitutes a reimbursable meal for lunch.</p> <p>10) For the week of menu review, the 9-12 lunch menu did not meet the minimum daily and weekly requirements for meat/meat alternate. The daily minimum of 2 oz. eq. was not met for grades 9-12. The weekly requirement of 10 oz. eq. was not met for grades 9-12. For the week of menu review, the 9-12 lunch menu did not meet the minimum daily and weekly requirements for grains. The daily minimum of 2 oz. eq. was not met for grades 9-12. The weekly requirement of 10 oz. eq. was not met for grades 9-12. For the week of menu review, the 9-12 lunch menu did not meet the whole grain-rich requirement. At least 80% of the grains offered weekly must be whole grain-rich to meet requirements. Whole grain-rich crediting could not be determined due to lack of documentation received from the Sponsor. The ingredient portion of the Nutrition Facts Labels are needed for the following items to determine the whole grain-rich contribution:</p> <ul style="list-style-type: none"> <li>-Noodles used in Goulash</li> <li>-Breadsticks</li> <li>-Corndog</li> <li>-Hamburger bun</li> <li>-Rice</li> </ul> <p>For the week of menu review, the 9-12 lunch menu did not meet the minimum daily and weekly requirements for fruit. The daily minimum requirement of 1 cup of fruit was not met on each day, with only ½ cup offered daily. The weekly minimum of 5 cups was not met, with only 2 ½ cup(s) offered. For the week of menu review, the 9-12 lunch menu did not meet the minimum daily and weekly requirements for vegetables. The daily minimum requirement of 1 cup of vegetables was not met on each day, with only ½ cup offered daily. The weekly minimum of 5 cups was not met, with only 2 ½ cup(s) offered. For the week of menu review, the 9-12 lunch menu did not meet the 1-1/4 cup minimum weekly requirement for the red/orange vegetable subgroup, with only ½ cup offered. For the week of menu review, the 9-12 lunch menu did not meet the minimum ¾ cup weekly requirement for the Other vegetable subgroup. No Other subgroup vegetables were offered this week.</p> <p>11) The meal pattern crediting for the daily meat/meat alternate and daily grains components could not be determined due to lack of documentation received from the Sponsor. This finding may result in fiscal action due to incomplete meals claimed for reimbursement. The SFA is not maintaining</p>
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		<p>Child Nutrition labels or Product Specification Statements for processed menu items. A Child Nutrition Label or Product Formulation Statement was not available for all processed menu items. The SFA must ensure that Child Nutrition labels or Product Formulation Statements for processed products are being maintained in order to document an item's compliance with the meal pattern. The SFA should have a folder or a binder to keep labels for all menu items, this allows for easy reference when determining menu compliance. Nutrition facts labels are not available and kept on file for all menu items. The SFA must ensure that nutrition facts labels are being maintained in order to document an item's compliance with the meal pattern. The SFA should have a folder or a binder to keep labels for all menu items, that way they are easy to find and can be referenced when determining menu compliance. The SFA is not maintaining standardized recipes. The SFA must ensure that all sites are using standardized recipes for the meals they produce. If the SFA is using USDA recipes, they are already standardized, however if they make any modifications to the recipe it must be documented. If the SFA creates their own recipes it is recommended that they use the USDA template for standardized recipes to ensure that they include all required areas.</p> <p>12) Offer versus Serve reimbursable meal signage does not include the requirement for students to select at least 1/2 cup fruit or vegetable.</p> <p>13) The cafeteria staff has not been trained on Offer versus Serve.</p>																		
<input type="checkbox"/>	<input type="checkbox"/>	<table border="1"> <thead> <tr> <th colspan="3" data-bbox="380 1045 1292 1077"><b>C. School Nutrition Environment</b></th> </tr> <tr> <th data-bbox="380 1077 464 1108">YES</th> <th data-bbox="464 1077 548 1108">NO</th> <th data-bbox="548 1077 1292 1108"></th> </tr> </thead> <tbody> <tr> <td data-bbox="380 1108 464 1140">x</td> <td data-bbox="464 1108 548 1140"><input type="checkbox"/></td> <td data-bbox="548 1108 1292 1140">Food Safety</td> </tr> <tr> <td data-bbox="380 1140 464 1171">x</td> <td data-bbox="464 1140 548 1171"><input type="checkbox"/></td> <td data-bbox="548 1140 1292 1171">Local School Wellness Policy</td> </tr> <tr> <td data-bbox="380 1171 464 1203">x</td> <td data-bbox="464 1171 548 1203"><input type="checkbox"/></td> <td data-bbox="548 1171 1292 1203">Competitive Foods</td> </tr> <tr> <td data-bbox="380 1203 464 1234">x</td> <td data-bbox="464 1203 548 1234"><input type="checkbox"/></td> <td data-bbox="548 1203 1292 1234">Other: Professional Standards, Buy American, Outreach</td> </tr> </tbody> </table> <p>Finding(s) Details:</p> <ol style="list-style-type: none"> <li>1) The assessment of the Local Wellness Policy has not been made available to the public. The LEA is required to perform an assessment of the Local Wellness Policy at a minimum at least once every three years. The results of the assessment must be made available to the public.</li> <li>2) The new 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.</li> <li>3) The SFA has not performed SFSP outreach. The SFA must perform SFSP outreach before the end of the school year. Examples of outreach may include posting SFSP information on the SFA's website, parent newsletters and district-wide emails were discussed with the SFA.</li> <li>4) The school is not widely publicizing the Fresh Fruit and Vegetable Program. To be in compliance, the school participating in the FFVP must ensure that the program is widely publicized so that students and their families are aware of this opportunity.</li> <li>5) The SFA did not have the most recent food safety inspection report posted in a publicly visible location. The health inspections were located in the kitchen behind a door.</li> <li>6) The SFA does not have a food safety plan. The SFA must have a food safety</li> </ol>	<b>C. School Nutrition Environment</b>			YES	NO		x	<input type="checkbox"/>	Food Safety	x	<input type="checkbox"/>	Local School Wellness Policy	x	<input type="checkbox"/>	Competitive Foods	x	<input type="checkbox"/>	Other: Professional Standards, Buy American, Outreach
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x	<input type="checkbox"/>	Other: Professional Standards, Buy American, Outreach																		

		plan available at each site to ensure food service staff will be able to stay in compliance with food safety requirements and procedures.
<input type="checkbox"/>	<input type="checkbox"/>	<b>D. Civil Rights</b>
		Finding(s) Details: