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: SAU 6

Date of Administrative Review (Entrance Conference Date): Jan-25-27, 31, Feb-3, 2017

Date review results were provided to the School Food Authority: 9-14-17

Date review summary was publicly posted: 9/14/2017

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)
   - X School Breakfast Program
   - X National School Lunch Program
   - X 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?
   - X Yes
   - ☐ No

If yes, please indicate the areas and what issues were identified in the table below.
### A. Program Access and Reimbursement

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#### Finding(s) Details:
1. Incorrect application eligibility determinations; application errors were listed on SFA-1 and SFA-2 forms for SAU to make corrections.
2. Verification sample was not selected from error-prone applications.
3. Confirmation reviews for selected students for verification were not done.
4. There were math errors with manual counts used for claim for Stevens High School.

### B. Meal Patterns and Nutritional Quality

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#### Finding(s) Details:
1. Grain ounce equivalent daily minimum requirements were not met.
2. OVS schools operating as “Serve”; no OVS signage.
3. Non-whole-grain-rich items were offered; Repeat Finding.

### C. School Nutrition Environment

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#### Finding(s) Details:
1. Food Safety plan was not menu or site specific; Repeat Finding.
2. Current wellness policy was missing required elements.

### D. Civil Rights

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#### Finding(s) Details:
1. Current version of the nondiscrimination statement was not being used; Repeat Finding.
2. USDA nondiscrimination posters were not posted.
3. Annual Civil Right training for non-Food Service staff working within the meals program was not done.
4. There was no complaint procedure for receiving and processing nondiscrimination complaints regarding Food Service.