

## STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

**School Food Authority Name:** Batesville School District

**Date of Administrative Review (Entrance Conference Date):** January 22, 2018

**Date review results were provided to the School Food Authority:** March 13, 2018

### 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
  - Seamless Summer Option
2. Does the School Food Authority operate under any Special Provisions? (Select all that apply)
  - Community Eligibility Provision
  - Special Provision 2

### 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		
x	<input type="checkbox"/>	<b>A. Program Access and Reimbursement</b>		
		<b>YES</b>	<b>NO</b>	
		<input type="checkbox"/>	x	Certification and Benefit Issuance
		x	<input type="checkbox"/>	Verification
		x	<input type="checkbox"/>	Meal Counting and Claiming
		<input type="checkbox"/>	x	Charge Policy and Unpaid Meal Procedures
		Finding(s) Details:		
		1) There was an error in consolidating numbers to submit on the claim form.		
		2) Determining and confirming official cannot be the same person		
x	<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
		<input type="checkbox"/>	x	Offer versus Serve
		<input type="checkbox"/>	x	Dietary Specifications and Nutrient Analysis
		Finding(s) Details:		
		1) Minimum daily quantity requirements were not met for grains, beans and other vegetables for all meals offered during lunch		
		2) Minimum quantity for juice was not met for snack.		
x	<input type="checkbox"/>	<b>C. School Nutrition Environment</b>		
		<b>YES</b>	<b>NO</b>	
		<input type="checkbox"/>	x	SFA On-Site Monitoring
		x	<input type="checkbox"/>	Local School Wellness Policy
		<input type="checkbox"/>	x	School Meal Environment
		<input type="checkbox"/>	x	Competitive Foods

		<input type="checkbox"/>	x	Smart Snacks in Schools
		<input type="checkbox"/>	x	Professional Standards
		<input type="checkbox"/>	x	Water
		<input type="checkbox"/>	x	Food Safety
		<input type="checkbox"/>	x	Storage
		<input type="checkbox"/>	x	Buy American
		x	<input type="checkbox"/>	Reporting and Record Keeping
		<input type="checkbox"/>	x	School Breakfast Program and Summer Meals Outreach
		<input type="checkbox"/>	x	Other
		Finding(s) Details: 1) Batesville High has not sent the Health and Wellness Improvement Priority form for review for SY 2017-18. 2) Production records are incomplete with incorrect crediting information and missing information. Some recipes are outdated.		
<input type="checkbox"/>	x	<b>D. Civil Rights</b>		
		Finding(s) Details:		
<input type="checkbox"/>	x	<b>E. Other</b>		
		Finding(s) Details:		