

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Bay School District

Date of Administrative Review (Entrance Conference Date): November 13, 2017

Date review results were provided to the School Food Authority: November 20, 2017

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		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	A. Program Access and Reimbursement		
		YES	NO	
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Certification and Benefit Issuance
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Verification
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Meal Counting and Claiming
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Charge Policy and Unpaid Meal Procedures
Finding(s) Details: N/A				
1)				
2)				
<input type="checkbox"/>	<input checked="" type="checkbox"/>	B. Meal Patterns and Nutritional Quality		
		YES	NO	
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Meal Components and Quantities
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Offer versus Serve
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Dietary Specifications and Nutrient Analysis
Finding(s) Details:				
1) The completion of the certification tool for the menu section of the review revealed: 1) one (1) breakfast meals planned and served to students did not meet meal pattern for the grain contribution requirement. See 7 CFR 210.10 (c) (2)(iv) Grains component. (A) Enriched and whole grains. All grains must be made with enriched and whole grain meal or flour, in accordance with the most recent grains FNS guidance. Whole grain-				

		<p>rich products must contain at least 50 percent whole grains and the remaining grains in the product must be enriched; 2) the weekly lunch menu did not contain sufficient quantities of vegetables to meet the requirements for all of the vegetable subgroups, see 7 CFR 210.10 and 7CFR 220.8(1).</p> <p>2) Coco Roos, Crispy Rice, and Tootie Fruities cereal did not meet the whole grain criteria. If cereal is being served, another whole grain food that meets the 1 oz grain requirement must also be served.</p>																																										
✓	□	<p>C. School Nutrition Environment</p> <table border="1"> <thead> <tr> <th>YES</th> <th>NO</th> <th></th> </tr> </thead> <tbody> <tr> <td>✓</td> <td>□</td> <td>SFA On-Site Monitoring</td> </tr> <tr> <td>□</td> <td>✓</td> <td>Local School Wellness Policy</td> </tr> <tr> <td>□</td> <td>✓</td> <td>School Meal Environment</td> </tr> <tr> <td>□</td> <td>✓</td> <td>Competitive Foods</td> </tr> <tr> <td>□</td> <td>✓</td> <td>Smart Snacks in Schools</td> </tr> <tr> <td>□</td> <td>✓</td> <td>Professional Standards</td> </tr> <tr> <td>□</td> <td>✓</td> <td>Water</td> </tr> <tr> <td>✓</td> <td>□</td> <td>Food Safety</td> </tr> <tr> <td>□</td> <td>✓</td> <td>Storage</td> </tr> <tr> <td>□</td> <td>✓</td> <td>Buy American</td> </tr> <tr> <td>□</td> <td>✓</td> <td>Reporting and Record Keeping</td> </tr> <tr> <td>□</td> <td>✓</td> <td>School Breakfast Program and Summer Meals Outreach</td> </tr> <tr> <td>□</td> <td>✓</td> <td>Other</td> </tr> </tbody> </table> <p>Finding(s) Details:</p> <p>1) At the time of the review, the 2017-2018 On-Site Review had not been completed. When asked, CND Earnestine Ladd said she did not do the On-Site Review for the 2016-2017 school year nor had she started on the On-Site Review for the 2017-2018 school year. Please see Commissioner’s Memo CNU-17-020 (attached) for more information on this requirement.</p> <p>2) There is no evidence of Hazard Analysis Critical Control Points (HACCP) also called the food safety plan or Standard Operating Procedures, being available at each school. The site manager at the high school was unable to locate a HACCP Manual during the review. 7 CFR 210.13(c) requires that SFAs develop a food safety plan.</p>	YES	NO		✓	□	SFA On-Site Monitoring	□	✓	Local School Wellness Policy	□	✓	School Meal Environment	□	✓	Competitive Foods	□	✓	Smart Snacks in Schools	□	✓	Professional Standards	□	✓	Water	✓	□	Food Safety	□	✓	Storage	□	✓	Buy American	□	✓	Reporting and Record Keeping	□	✓	School Breakfast Program and Summer Meals Outreach	□	✓	Other
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