

## STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

**School Food Authority Name:** Benton School District

**Date of Administrative Review (Entrance Conference Date):** February 25, 2019

**Date review results were provided to the School Food Authority:** April 5, 2019

**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

REVIEW FINDINGS				
<b>A. Meal Access and Reimbursement – Performance Standard 1</b>				
YES	NO		Technical Assistance	Corrective Action
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Certification and Benefit Issuance	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Verification	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Meal Counting and Claiming	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Charge Policy and Unpaid Meal Procedures	<input type="checkbox"/>	<input type="checkbox"/>
Findings:				
1) Of the 525 student eligibility source documents reviewed there was one (1) application missing the household size.				
2) Of the 525 student eligibility source documents reviewed there was one (1) application determined correctly (reduced), but had the incorrect eligibility status (free) in the software system and in turn, on the roster.				
<b>B. Meal Patterns and Nutritional Quality</b>				
YES	NO		Technical Assistance	Corrective Action
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Meal Components and Quantities	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Offer versus Serve	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dietary Specifications and Nutrient Analysis	<input type="checkbox"/>	<input type="checkbox"/>
Findings:				
1) The completion of the certification tool for the menu section of the review revealed:				
A. Preschool students were served a noncompliant entrée. The glazed donut served is considered a grain based dessert and cannot count towards the grain component in the CACFP beginning October 1, 2017, as specified in 7 CFR 226.20 (a)(4) and 210.10. Therefore, the federal Child and Adult Care Food Program (CACFP) meal pattern requirements for the grain contribution requirements were not met. The CACFP breakfast minimum meal pattern requirement for grains is ½ oz equivalent.				
B. Based on production record documentation, only ¼ cup fruit was served to preschool students. The CACFP breakfast minimum meal pattern is ½ cup.				
2) The Child and Adult Care Food Program (CACFP) meal pattern is not being followed.				
<b>A. General Program Areas</b>				
YES	NO		Technical Assistance	Corrective Action
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Resource Management	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Civil Rights	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	SFA On-Site Monitoring	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Local School Wellness Policy	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Smart Snacks in Schools	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Professional Standards	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Water	<input type="checkbox"/>	<input type="checkbox"/>

<input type="checkbox"/>	<input checked="" type="checkbox"/>	Food Safety, Storage, and Buy American	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Reporting and Record Keeping	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	School Breakfast Program and Summer Meals Outreach	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	After School Snack	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Seamless Summer	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Fresh Fruit and vegetable Program	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Other:	<input type="checkbox"/>	<input type="checkbox"/>

Findings:

- 1) While observing breakfast and lunch at Ringgold Elementary, a preschool teacher was separating her class by gender. Separation by gender during Child Nutrition Program Meal Service is prohibited under 7 CFR Parts 15.
- 2) Upon reviewing production record documentation, 84 snacks were prepared/sent on the days of the afterschool snack operation. These numbers were compared against the daily record counts for the corresponding days, which showed 49 on Tuesday and 52 on Thursday. The Child Nutrition Director communicated that no snacks are sent back to the cafeteria after the service of the program. Therefore, 35 snacks were missing from Tuesday and 32 were missing from Thursday. After observing the afterschool snack program and speaking with teachers, any snack items that are leftover either are thrown in the trash or kept.