

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Collegiate Choices

Date of Administrative Review (Entrance Conference Date): November 12, 2019

Date review results were provided to the School Food Authority:

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				
A. Meal Access and Reimbursement – Performance Standard 1				
YES	NO		Technical Assistance	Corrective Action
	<input checked="" type="checkbox"/>	Certification and Benefit Issuance		
	<input checked="" type="checkbox"/>	Verification		
<input checked="" type="checkbox"/>		Meal Counting and Claiming	<input checked="" type="checkbox"/>	
	<input checked="" type="checkbox"/>	Charge Policy and Unpaid Meal Procedures		
Findings:				
1) According to 7 CFR 210.2 Definitions, the term Point of Service (POS) indicates that point in the food service operation where a determination can accurately be made that a reimbursable free, reduced price or paid lunch has been served to an eligible child. While discussing the district's process for implementing the Afterschool snack program with the Child Nutrition Director, it was discovered there was no POS process in place. The afterschool snack meal counts were obtained from attendance records collected directly before preparation and service of the snack.				
B. Meal Patterns and Nutritional Quality				
YES	NO		Technical Assistance	Corrective Action
	<input checked="" type="checkbox"/>	Meal Components and Quantities		
	<input checked="" type="checkbox"/>	Offer versus Serve		
	<input checked="" type="checkbox"/>	Dietary Specifications and Nutrient Analysis		
Findings:				
C. General Program Areas				
YES	NO		Technical Assistance	Corrective Action
	<input checked="" type="checkbox"/>	Resource Management		
	<input checked="" type="checkbox"/>	Civil Rights		
	<input checked="" type="checkbox"/>	SFA On-Site Monitoring		
<input checked="" type="checkbox"/>		Local School Wellness Policy	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	<input checked="" type="checkbox"/>	Smart Snacks in Schools		<input checked="" type="checkbox"/>
	<input checked="" type="checkbox"/>	Professional Standards		
	<input checked="" type="checkbox"/>	Water		
	<input checked="" type="checkbox"/>	Food Safety, Storage, and Buy American		
	<input checked="" type="checkbox"/>	Reporting and Record Keeping		
	<input checked="" type="checkbox"/>	School Breakfast Program and Summer Meals Outreach		
<input checked="" type="checkbox"/>		After School Snack	<input checked="" type="checkbox"/>	
	<input checked="" type="checkbox"/>	Seamless Summer		
	<input checked="" type="checkbox"/>	Fresh Fruit and vegetable Program		
		Other:		

Findings:

- 1) The Afterschool Snack program should be monitored by completing the Afterschool Snack On-Site Review form within the first 4 weeks of operation each year. The school district did not complete an Afterschool Snack On-Site review within the first 4 weeks of operation for SY 2019-2020.
- 2) A review of wellness information indicated that the School Health Index (SHI) and district priority were not completed for the 2018-2019 school year.
- 3) Wellness meetings were not held quarterly for the school year 2018-2019. For SY 2019-2020, there was no documentation of a Wellness committee meeting. Wellness meetings must be held quarterly every school year.