

## STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

**School Food Authority Name:** Dollarway School District

**Date of Administrative Review (Entrance Conference Date):** March 5, 2018

**Date review results were provided to the School Food Authority:** April 19, 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	
✓	<input type="checkbox"/>	<b>A. Program Access and Reimbursement</b>	
		<b>YES</b>	<b>NO</b>
		<input type="checkbox"/>	✓
		Certification and Benefit Issuance	
		<input type="checkbox"/>	✓
		Verification	
		✓	<input type="checkbox"/>
		Meal Counting and Claiming	
		<input type="checkbox"/>	✓
		Charge Policy and Unpaid Meal Procedures	
		Finding(s) Details:	
		1) Teachers' rosters are used to count the meals served to students which does not provide an accurate meal count for all students served. Point of service is available, however, the service is not being used. This is a repeat finding.	
✓	<input type="checkbox"/>	<b>B. Meal Patterns and Nutritional Quality</b>	
		<b>YES</b>	<b>NO</b>
		✓	<input type="checkbox"/>
		Meal Components and Quantities	
		<input type="checkbox"/>	✓
		Offer versus Serve	
		<input type="checkbox"/>	✓
		Dietary Specifications and Nutrient Analysis	
		Finding(s) Details:	
		1) Meal pattern for the infants/toddlers are not being used correctly. The updated Child and Adult Care Food Program should be used when serving children under 5. Review and use the attached meal patterns for both breakfast and lunch and/or snack (if applicable).	
✓	<input type="checkbox"/>	<b>C. School Nutrition Environment</b>	
		<b>YES</b>	<b>NO</b>
		✓	<input type="checkbox"/>
		SFA On-Site Monitoring	
		<input type="checkbox"/>	✓
		Local School Wellness Policy	
		<input type="checkbox"/>	✓
		School Meal Environment	
		<input type="checkbox"/>	✓
		Competitive Foods	

		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Smart Snacks in Schools
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Professional Standards
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Water
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Food Safety
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Storage
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Buy American
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Reporting and Record Keeping
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	School Breakfast Program and Summer Meals Outreach
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Other
		Finding(s) Details: 1) On-site monitoring was not completed for the breakfast portion for all serving sites. Please see Commissioner's Memo CNU-17-020 (attached) for more information on this requirement.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>D. Civil Rights</b>		
		Finding(s) Details:		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>E. Other</b>		
		Finding(s) Details:		