

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Friendship Aspire School District
Date of Administrative Review (Entrance Conference Date): March 12, 2019
Date review results were provided to the School Food Authority: April 11, 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				
A. Meal Access and Reimbursement – Performance Standard 1				
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 checked="" type="checkbox"/>	<input type="checkbox"/>	Verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Meal Counting and Claiming	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Charge Policy and Unpaid Meal Procedures	<input type="checkbox"/>	<input type="checkbox"/>
Findings:				
1) In accordance with 7 CFR 210.7 (c) the number of meals a school food authority (SFA) can receive reimbursement for is one meal per eligible student per day. While reviewing the daily records, totals were not consolidated correctly for breakfast, lunch, or afterschool snack. The consolidation errors consisted of a combination of under and over claimed meals. The errors resulted in an overclaim of \$97.01.				
2) Of the 114 student eligibility source documents reviewed, there were two (2) applications determined incorrectly. One student was determined to be free and should have been reduced and one student was determined free and should have been paid.				
3) During the review it was determined that verification was not completed in accordance with 7 CFR 245.6a(c)(1). One (1) application was verified using net income instead of gross income. The application status should have changed to paid during the verification process but instead was left free.				
B. Meal Patterns and Nutritional Quality				
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) On the day of review at breakfast, the minimum meal pattern requirement, for the fruit component, of 1 cup was not offered to the students. Students were offered a ½ cup serving of applesauce only.				
2) Observed on the day of review that students were being served vanilla wafers and ½ cup of diced pears. This does not meet the Afterschool Snack Meal Pattern requirements. The vanilla wafers were not whole grain rich and the minimum fruit serving did not meet the minimum ¾ cup required.				
3) Completion of the USDA breakfast and lunch Meal Certification worksheets revealed:				
a. All five (5) days of breakfast meals did not meet the federal meal pattern for the fruit contribution requirement. Only ½ cup of fruit was offered daily. The breakfast daily fruit meal pattern minimum is 1 cup offered for grades K-5.				
b. One (1) of five (5) days of breakfast meals did not meet the federal meal pattern for the grain contribution requirement. All grains must be made with enriched and whole grain meal or flour. The current federal meal pattern requires all grains served to be at least 50% whole grain, which is considered whole grain rich. The breakfast daily grain meal pattern minimum is 1 oz served for grades K-5.				
c. Two (2) of five (5) days of lunch meals did not meet the federal meal pattern for the grain contribution requirement. All grains must be made with enriched and whole grain meal or flour. The current federal meal pattern requires all grains served to be at least 50% whole grain, which is considered whole grain rich. The lunch daily grain meal pattern minimum is 1 oz served for grades K-5.				

d. The vegetable sub group "legume" was not served during the week observed. The lunch weekly meal pattern minimum for legumes is ½ cup served for grades K-5.

C. General Program Areas

YES	NO		Technical Assistance	Corrective Action
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Resource Management	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Civil Rights	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input checked="" type="checkbox"/>	After School Snack	<input type="checkbox"/>	<input 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"/>