

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Future School

Date of Administrative Review (Entrance Conference Date): December 4, 2019

Date review results were provided to the School Food Authority: 12/20/2019

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	Finding	Technical Assistance	Corrective Action
<input checked="" type="checkbox"/>		Certification and Benefit Issuance	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		Verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	<input checked="" type="checkbox"/>	Meal Counting and Claiming		
		Charge Policy and Unpaid Meal Procedures		
Findings:				
1. Upon review of applications, the following errors were found: <ul style="list-style-type: none"> • 12 applications with missing last four digits of social security number, • 1 application missing parent signature, • 1 application was determined as free when it should have been paid, • 1 name missing source documentation, • 1 application denied incorrectly. 				
2. Upon review of verification documents, the number of selected applications for verification were found to be inadequate. 1 error prone application was verified when verification of 3 error prone applications were required.				
B. Meal Patterns and Nutritional Quality				
YES	NO	Finding	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:				
1.				
C. General Program Areas				
YES	NO	Finding	Technical Assistance	Corrective Action
	<input checked="" type="checkbox"/>	Resource Management		
<input checked="" type="checkbox"/>		Civil Rights	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	<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"/>	Professional Standards		
	<input checked="" type="checkbox"/>	Water		
<input checked="" type="checkbox"/>		Food Safety, Storage, and Buy American	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	<input checked="" type="checkbox"/>	Reporting and Record Keeping	<input checked="" type="checkbox"/>	
	<input checked="" type="checkbox"/>	School Breakfast Program and Summer Meals Outreach	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	After School Snack		

	✓	Seamless Summer		
	✓	Fresh Fruit and vegetable Program		
	✓	Other:		

Findings:

1. In accordance with 7 CFR 15 Non-Discrimination, all program materials must be in compliance with the current non-discrimination statement. The incorrect shortened United States Department of Agriculture (USDA) non-discrimination statement was printed on menus.
2. Wellness committee meeting records were not provided to show compliance with the Local School Wellness Policy in accordance with 7 CFR 210.31.
3. Non-domestic products were found in the site storeroom without a completed Buy American Justification form on file. Food items purchased with Child Nutrition funds, as well as USDA Foods (Commodities), must meet Buy American requirements in accordance with 7 CFR 210.21(d).