

**STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY**

**School Food Authority Name:** Jacksonville North Pulaski School District

**Date of Administrative Review (Entrance Conference Date):** March 12, 2018

**Date review results were provided to the School Food Authority:** March 20, 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.

<b>YES</b>	<b>NO</b>	<b>REVIEW FINDINGS</b>		
X	<input type="checkbox"/>	<b>A. Program Access and Reimbursement</b>		
		<b>YES</b>	<b>NO</b>	
		<input type="checkbox"/>	X	Certification and Benefit Issuance
		<input type="checkbox"/>	X	Verification
		X	<input type="checkbox"/>	Meal Counting and Claiming
		<input type="checkbox"/>	X	Charge Policy and Unpaid Meal Procedures
Finding(s) Details:				
1) Bayou Meto did not have a system to ensure each meal claimed for reimbursement contained all of the required components during Breakfast in the Classroom.				
X	<input type="checkbox"/>	<b>B. Meal Patterns and Nutritional Quality</b>		
		<b>YES</b>	<b>NO</b>	
		X	<input type="checkbox"/>	Meal Components and Quantities
		<input type="checkbox"/>	X	Offer versus Serve
		<input type="checkbox"/>	X	Dietary Specifications and Nutrient Analysis
Finding(s) Details:				
1) The completion of the certification tool for the menu section of the review revealed at: Bayou Meto 1) one lunch on January 11 <sup>th</sup> , 2018 only ¼ cup of vegetables were served.				

		<p>High School: 1) one lunch on January 11<sup>th</sup>, 2018 only ½ cup of fruit was served.</p> <p>2) Production records were not completed correctly in accordance with 7 CFR 210.10 (a)(3).</p> <p>3) The CACFP meal pattern is not being utilized for the PreK students enrolled in the district.</p>																																										
X	<input type="checkbox"/>	<p><b>C. School Nutrition Environment</b></p> <table border="1"> <thead> <tr> <th>YES</th> <th>NO</th> <th></th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td>X</td> <td>SFA On-Site Monitoring</td> </tr> <tr> <td>X</td> <td><input type="checkbox"/></td> <td>Local School Wellness Policy</td> </tr> <tr> <td><input type="checkbox"/></td> <td>X</td> <td>School Meal Environment</td> </tr> <tr> <td><input type="checkbox"/></td> <td>X</td> <td>Competitive Foods</td> </tr> <tr> <td><input type="checkbox"/></td> <td>X</td> <td>Smart Snacks in Schools</td> </tr> <tr> <td><input type="checkbox"/></td> <td>X</td> <td>Professional Standards</td> </tr> <tr> <td><input type="checkbox"/></td> <td>X</td> <td>Water</td> </tr> <tr> <td>X</td> <td><input type="checkbox"/></td> <td>Food Safety</td> </tr> <tr> <td><input type="checkbox"/></td> <td>X</td> <td>Storage</td> </tr> <tr> <td><input type="checkbox"/></td> <td>X</td> <td>Buy American</td> </tr> <tr> <td>X</td> <td><input type="checkbox"/></td> <td>Reporting and Record Keeping</td> </tr> <tr> <td><input type="checkbox"/></td> <td>X</td> <td>School Breakfast Program and Summer Meals Outreach</td> </tr> <tr> <td><input type="checkbox"/></td> <td>X</td> <td>Other</td> </tr> </tbody> </table> <p>Finding(s) Details:</p> <p>1) The Wellness Committee is required to meet at least quarterly as outlined in</p> <p>2) Thermometer calibration records at Jacksonville High School were not available at the time of review.</p> <p>3) After reviewing the districts APSCN expenditure report it was observed that reimbursement paid to the Child Nutrition Director for payment to vendors regarding Child Nutrition expenses were categorized as labor.</p>	YES	NO		<input type="checkbox"/>	X	SFA On-Site Monitoring	X	<input type="checkbox"/>	Local School Wellness Policy	<input type="checkbox"/>	X	School Meal Environment	<input type="checkbox"/>	X	Competitive Foods	<input type="checkbox"/>	X	Smart Snacks in Schools	<input type="checkbox"/>	X	Professional Standards	<input type="checkbox"/>	X	Water	X	<input type="checkbox"/>	Food Safety	<input type="checkbox"/>	X	Storage	<input type="checkbox"/>	X	Buy American	X	<input type="checkbox"/>	Reporting and Record Keeping	<input type="checkbox"/>	X	School Breakfast Program and Summer Meals Outreach	<input type="checkbox"/>	X	Other
YES	NO																																											
<input type="checkbox"/>	X	SFA On-Site Monitoring																																										
X	<input type="checkbox"/>	Local School Wellness Policy																																										
<input type="checkbox"/>	X	School Meal Environment																																										
<input type="checkbox"/>	X	Competitive Foods																																										
<input type="checkbox"/>	X	Smart Snacks in Schools																																										
<input type="checkbox"/>	X	Professional Standards																																										
<input type="checkbox"/>	X	Water																																										
X	<input type="checkbox"/>	Food Safety																																										
<input type="checkbox"/>	X	Storage																																										
<input type="checkbox"/>	X	Buy American																																										
X	<input type="checkbox"/>	Reporting and Record Keeping																																										
<input type="checkbox"/>	X	School Breakfast Program and Summer Meals Outreach																																										
<input type="checkbox"/>	X	Other																																										
X	<input type="checkbox"/>	<p><b>D. Civil Rights</b></p> <p>Finding(s) Details:</p> <p>1) Procedures for accommodating special dietary needs are outdated and must be revised.</p>																																										
X	<input type="checkbox"/>	<p><b>E. Afterschool Snack Program</b></p> <p>Finding(s) Details:</p> <p>1) Meal Pattern is not being met on the days a fruit component is served.</p>																																										