

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Little Scholars of Arkansas Foundation, Inc

Date of Administrative Review (Entrance Conference Date): January 22, 2018

Date review results were provided to the School Food Authority: February 21, 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		
X	<input type="checkbox"/>	A. Program Access and Reimbursement		
		YES	NO	
		X	<input type="checkbox"/>	Certification and Benefit Issuance
		<input type="checkbox"/>	X	Verification
		<input type="checkbox"/>	X	Meal Counting and Claiming
		<input type="checkbox"/>	X	Charge Policy and Unpaid Meal Procedures
		Finding(s) Details: There were discrepancies between the October claim for reimbursement and the Daily Records sent to the Child Nutrition Unit prior to the review. There was a systemic error in the print outs due to status changes from the time lapse of printed reports for audit and daily reports kept each day. The Child Nutrition Director (CND) had documentation of daily meal counts to back up her claim numbers, and the documentation was accepted at time of review.		
X	<input type="checkbox"/>	B. Meal Patterns and Nutritional Quality		
		YES	NO	
		<input type="checkbox"/>	X	Meal Components and Quantities
		X	<input type="checkbox"/>	Offer versus Serve
		<input type="checkbox"/>	X	Dietary Specifications and Nutrient Analysis
		Finding(s) Details: Upon observation at LISA High School, offer versus serve was not implemented correctly. Specifically, child nutrition staff were serving students items which were not required when offer vs. serve is implemented. Federal regulations require Offer vs Serve be implemented at 9th through 12 grade lunch meals. There is a lot of food waste.		

X	☐	C. School Nutrition Environment		
		YES	NO	
		☐	X	SFA On-Site Monitoring
		☐	X	Local School Wellness Policy
		☐	X	School Meal Environment
		☐	X	Competitive Foods
		☐	X	Smart Snacks in Schools
		X	☐	Professional Standards
		☐	X	Water
		☐	X	Food Safety
		X	☐	Storage
		☐	X	Buy American
		☐	X	Reporting and Record Keeping
		☐	X	School Breakfast Program and Summer Meals Outreach
		☐	X	Other
Finding(s) Details:				
1) Newer child nutrition managers have not been to Manager's Certification training, yet.				
2) There is not a locked secure storage area for Food Service items in the high school cafeteria, which is open for other functions in the school.				
☐	X	D. Civil Rights		
☐	X	E. Other		