

## STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

**School Food Authority Name:** Manila School District

**Date of Administrative Review (Entrance Conference Date):** January 8, 2018

**Date review results were provided to the School Food Authority:** January 17, 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<b>A. Program Access and Reimbursement</b>			
		<b>YES</b>	<b>NO</b>		
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Certification and Benefit Issuance	
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Verification	
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Meal Counting and Claiming	
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Charge Policy and Unpaid Meal Procedures	
Finding(s) Details:					
1) The notifications that were sent out to households were not the State Agency prototype letters that the School Food Authority (SFA) originally stated using. The letters used were printed from the E-trition software used for the point of sale (POS).					
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>B. Meal Patterns and Nutritional Quality</b>			
		<b>YES</b>	<b>NO</b>		
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Meal Components and Quantities	
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Offer versus Serve	
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dietary Specifications and Nutrient Analysis	
Finding(s) Details: N/A					

<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"/>	✓	Smart Snacks in Schools
		<input type="checkbox"/>	✓	Professional Standards
		<input type="checkbox"/>	✓	Water
		<input type="checkbox"/>	✓	Food Safety
		<input type="checkbox"/>	✓	Storage
		<input type="checkbox"/>	✓	Buy American
		<input type="checkbox"/>	✓	Reporting and Record Keeping
		<input type="checkbox"/>	✓	School Breakfast Program and Summer Meals Outreach
		<input type="checkbox"/>	✓	Other
Finding(s) Details: N/A				
<input type="checkbox"/>	✓	<b>D. Civil Rights</b>		
		Finding(s) Details: N/A		
<input type="checkbox"/>	✓	<b>E. Other</b>		
		Finding(s) Details: N/A		