

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Pottsville School District

Date of Administrative Review (Entrance Conference Date): March 27, 2018

Date review results were provided to the School Food Authority: April 13, 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: 1) One (1) household application for free and reduced price school meals was determined incorrectly. The student was determined to be reduced and should have been paid.		
<input type="checkbox"/>	X	B. Meal Patterns and Nutritional Quality		
		YES	NO	
		<input type="checkbox"/>	X	Meal Components and Quantities
		<input type="checkbox"/>	X	Offer versus Serve
		<input type="checkbox"/>	X	Dietary Specifications and Nutrient Analysis
		Finding(s) Details:		
X	<input type="checkbox"/>	C. School Nutrition Environment		
		YES	NO	
		<input type="checkbox"/>	X	SFA On-Site Monitoring
		<input type="checkbox"/>	X	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
		<input type="checkbox"/>	X	Food Safety
		<input type="checkbox"/>	X	Storage
		X	<input type="checkbox"/>	Buy American
		<input type="checkbox"/>	X	Reporting and Record Keeping
		<input type="checkbox"/>	X	School Breakfast Program and Summer Meals Outreach
		<input type="checkbox"/>	X	Other
		<p>Finding(s) Details:</p> <p>1) Food items purchased with Child Nutrition funds, as well as USDA Foods (Commodities), must meet Buy American requirements as outlined in Commissioner's Memo CNU-18-009 (attached). Non-domestic agricultural products were found in the site storeroom without a completed Justification form on file. The Buy American Justification form, an attachment to the mentioned Commissioner's Memo, must be completed for each non-domestic food item purchased with child nutrition funds. After review of invoices it was determined that domestic products had been ordered, however the vendor had supplied a substitute product.</p>		
<input type="checkbox"/>	X	D. Civil Rights		
		Finding(s) Details:		
<input type="checkbox"/>	X	E. Other		
		Finding(s) Details:		