

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Pulaski County Special School District

Date of Administrative Review (Entrance Conference Date): December 7, 2016

Date review results were provided to the School Food Authority: TBD

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
		X	<input type="checkbox"/>	Verification
		<input type="checkbox"/>	X	Meal Counting and Claiming
		Finding(s) Details: 1) One free and reduced price application was approved reduced but should have been denied. 2) Final verification letters were mailed on November 17, which is past the November 15 deadline.		
<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
		X	<input type="checkbox"/>	Local School Wellness Policy
		X	<input type="checkbox"/>	School Meal Environment
		X	<input type="checkbox"/>	Competitive Foods
		X	<input type="checkbox"/>	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
		<input type="checkbox"/>	X	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) According to the Arkansas Nutrition Standards each school may have up to nine (9) special event days where the school does not comply with Smart Snack requirements. These dates are required to be reported in the eSchool calendar each year. Upon observation, Harris Elementary and Oakbrooke Elementary reported nine (9) days, Pine Forest Elementary reported three (3) days, and Crystal Hill Elementary and Robinson High reported two (2) days. No other schools in the district reported their “9 Special Event Days” in the eSchool calendar.</p> <p>2) Upon observation at Sylvan Hills High, five (5) beverage vending machines and two (2) snack vending machines were in operation during meal service. These are located in the gym and in the outside walkway by the cafeteria. Competitive foods and beverages are not allowed during meal service.</p> <p>3) The food and beverage items in the vending machines at Sylvan Hills High did not have required documentation to confirm compliance with Smart Snacks regulations. All food and beverages offered to students during the school day must have documentation to ensure Smart Snack compliance. This documentation would include the nutrition fact label and a print off from the Smart Snack Calculator indicating the item is compliant.</p> <p>4) According to an administrator at Sylvan Hills High, teachers are selling snacks, such as ice cream, to students as they are leaving campus at the end of the school day. The required documentation was not available to confirm compliance with Smart Snack regulations. All food and beverages provided or sold to students must be Smart Snacks compliant from midnight of the school day until 30 minutes after the school day has ended.</p> <p>5) Upon observation at Maumelle Middle, one (1) snack vending machine was in the hallway right outside of the cafeteria. Maumelle Middle has students in grades 6-8. Vending machines are prohibited in elementary schools, which is defined by the Arkansas Nutrition Standards as “a campus with a designated Local Education Agency (LEA) number containing any combination of grades kindergarten through six (K-6).” In order for Maumelle Middle to be in compliance with elementary vending the machines would have to not be available for sixth grade students during the school day.</p> <p>6) While the vending machines at Maumelle Middle were not available to students until 3:00 pm each day, the items in those machines would have to be Smart Snack compliant. Smart Snacks guidelines are still in effect until 30 minutes after the school day has ended. School is not dismissed at Maumelle Middle until 3:50 pm. There was no required documentation to confirm compliance with Smart Snacks regulations.</p>		
X	<input type="checkbox"/>	<p>D. Civil Rights</p> <p>Finding(s) Details:</p> <p>1) The incorrect United States Department of Agriculture (USDA) nondiscrimination statement was printed on the back of all 2016-2017 free and reduced price meal applications.</p>		

		2) The USDA nondiscrimination statement was not published on the district website or on child nutrition menus as required.
<input type="checkbox"/>	X	E. Other
		Finding(s) Details: