

## STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

**School Food Authority Name:** RIVERSIDE SCHOOL DISTRICT – East Elementary

**Date of Administrative Review (Entrance Conference Date):** December 12, 2016

**Date review results were provided to the School Food Authority:** January 19, 2017

### 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"/>	<b>A. Program Access and Reimbursement</b>		
		<b>YES</b>	<b>NO</b>	
		X	<input type="checkbox"/>	Certification and Benefit Issuance
		<input type="checkbox"/>	X	Verification
		<input type="checkbox"/>	X	Meal Counting and Claiming
		Finding(s) Details:		
		1) Math errors and applications not pulled from source documents when found on Direct Certification List.		
		2) Benefit determination date prior to application completion at one school in district.		
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) Incomplete, inaccurate Production Records.		
X	<input type="checkbox"/>	<b>C. School Nutrition Environment</b>		
		<b>YES</b>	<b>NO</b>	
		X	<input type="checkbox"/>	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 checked="" type="checkbox"/>	<input type="checkbox"/>	Professional Standards
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Water
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Food Safety
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Storage
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Buy American
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Reporting and Record Keeping
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	School Breakfast Program and Summer Meals Outreach
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Other
		Finding(s) Details: 1) On-site Data Review Page not complete 2) Staff Training not being tracked 3) Lack of product dating in dry storage area 4) USDA Foods from previous year not used 5) 5 non-domestic products found in storeroom – Justification Form not completed 6) No documentation of revised Food Safety Plan for the current school year		
<input type="checkbox"/>	X	<b>D. Civil Rights</b>		
		Finding(s) Details:		
<input type="checkbox"/>	X	<b>E. Other</b>		
		Finding(s) Details:		