

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Riverview

Date of Administrative Review (Entrance Conference Date): January 17, 2017

Date review results were provided to the School Food Authority: January 27, 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"/>	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
		Finding(s) Details:		
		1) Determining officials are back dating start date of benefit issuance to the date the parent signed the free and reduced price application. 2) Determining officials manually indicated approval date, indicated level of benefit, and signed applications as required. However, the benefit issuance transfer into the Etrition computer system did not occur until days after the eligibility determination was made. Thus, delaying the benefit issuance to the student(s). 3) Some free and reduced price meal applications need more details on documentation of changes or updates made by the district. 4) One application was missing the last four digits of the person filling out the applications social security number or the box checked indicating no social security number. 5) One application was missing the signature of the person filling out the application.		
X	<input type="checkbox"/>	B. Meal Patterns and Nutritional Quality		
		YES	NO	
		X	<input type="checkbox"/>	Meal Components and Quantities
		X	<input type="checkbox"/>	Offer versus Serve
		<input type="checkbox"/>	X	Dietary Specifications and Nutrient Analysis

		<p>Finding(s) Details:</p> <ol style="list-style-type: none"> 1) Meals offered as part of the K-12 breakfast meal pattern did not meet the weekly minimum requirement for the grains component. 2) Meals offered as part of the K-8 lunch meal pattern did not meet the weekly minimum requirements for the dark green or the red/orange vegetable subgroups. 3) Offer versus Serve signage was not displayed to students. 																																										
X	<input type="checkbox"/>	<p>C. School Nutrition Environment</p> <table border="1"> <thead> <tr> <th>YES</th> <th>NO</th> <th></th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td>X</td> <td>SFA On-Site Monitoring</td> </tr> <tr> <td><input type="checkbox"/></td> <td>X</td> <td>Local School Wellness Policy</td> </tr> <tr> <td><input type="checkbox"/></td> <td>X</td> <td>School Meal Environment</td> </tr> <tr> <td><input type="checkbox"/></td> <td>X</td> <td>Competitive Foods</td> </tr> <tr> <td><input type="checkbox"/></td> <td>X</td> <td>Smart Snacks in Schools</td> </tr> <tr> <td>X</td> <td><input type="checkbox"/></td> <td>Professional Standards</td> </tr> <tr> <td><input type="checkbox"/></td> <td>X</td> <td>Water</td> </tr> <tr> <td>X</td> <td><input type="checkbox"/></td> <td>Food Safety</td> </tr> <tr> <td><input type="checkbox"/></td> <td>X</td> <td>Storage</td> </tr> <tr> <td>X</td> <td><input type="checkbox"/></td> <td>Buy American</td> </tr> <tr> <td><input type="checkbox"/></td> <td>X</td> <td>Reporting and Record Keeping</td> </tr> <tr> <td><input type="checkbox"/></td> <td>X</td> <td>School Breakfast Program and Summer Meals Outreach</td> </tr> <tr> <td><input type="checkbox"/></td> <td>X</td> <td>Other</td> </tr> </tbody> </table> <p>Finding(s) Details:</p> <ol style="list-style-type: none"> 1) All managers and food service workers at Riverview School District had only received 4.5 hours of training for this school year. 2) The district does have a Food Safety Plan, however it was not up-to-date. 3) Proper food safety procedures were not used while students utilized a share table. 4) Fresh tomatoes purchased through the Department of Defense (DOD) Fresh Fruit and Vegetable Program as part of USDA Foods (Commodities) were a product of Mexico and therefore do not meet the Buy American requirements for federal child nutrition programs. 	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	X	<input type="checkbox"/>	Professional Standards	<input type="checkbox"/>	X	Water	X	<input type="checkbox"/>	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
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