

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Texarkana School District

Date of Administrative Review (Entrance Conference Date): December 11, 2017

Date review results were provided to the School Food Authority: December 22, 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
		x	<input type="checkbox"/>	Verification
		<input type="checkbox"/>	x	Meal Counting and Claiming
		<input type="checkbox"/>	x	Charge Policy and Unpaid Meal Procedures
		Finding(s) Details: 1) One status was incorrect in point of service (POS), but source documentation for meal benefit status was correct. Two applications were determined incorrectly by determining official. 2) Verification was not performed correctly. The correct number of applications were not verified due to POS software error.		
x	<input type="checkbox"/>	B. Meal Patterns and Nutritional Quality		
		YES	NO	
		<input type="checkbox"/>	x	Meal Components and Quantities
		x	<input type="checkbox"/>	Offer versus Serve
		<input type="checkbox"/>	x	Dietary Specifications and Nutrient Analysis
		The Point of Service (POS) area needs better signage explaining offer vs serve requirements at breakfast and lunch. This will help ensure students understand the meal components they may take to make a reimbursable meal. Some students were being over served by taking more food items than required for the meal.		
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
		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
		X	<input type="checkbox"/>	Buy American
		X	<input type="checkbox"/>	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) Items observed in food storage that did not meet the federal Buy American requirements were: broccoli, tomatoes, and squash from Mexico in the refrigerator in Middle School.</p> <p>2) The financial information on the district claim for reimbursement was inaccurate based on the financial reports available for review.</p> <p>3) The Management Fees from the Food Service Management Company (FSMC) were not being calculated correctly on the Schedule M. The district did not have 2016-17 FSMC documentation available for review to determine if the information was correct for the previous school year.</p> <p>4) The Arkansas nine-special event days are recorded on the eSchool calendar for 3 of the 9 schools in the district. This is required for any school that will use the nine special event days.</p>		
<input type="checkbox"/>	x	D. Civil Rights		
<input type="checkbox"/>	x	E. Other		