

## STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

**School Food Authority Name:** Warren School District

**Date of Administrative Review (Entrance Conference Date):** March 26, 2018

**Date review results were provided to the School Food Authority:** March 27, 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		
✓	<input type="checkbox"/>	<b>A. Program Access and Reimbursement</b>		
		<b>YES</b>	<b>NO</b>	
		<input type="checkbox"/>	✓	Certification and Benefit Issuance
		<input type="checkbox"/>	✓	Verification
		✓	<input type="checkbox"/>	Meal Counting and Claiming
		<input type="checkbox"/>	✓	Charge Policy and Unpaid Meal Procedures
		Finding(s) Details: 1) The person working the point of service (POS) was entering the students for second chance breakfast before it was the time of the breakfast. Three (3) students' POS pins were checked after the second chance breakfast and it showed that they were all entered into the system before 7:30 a.m. Second chance breakfast wasn't served until 9:15 a.m. Students should only be counted at the time of the service.		
✓	<input type="checkbox"/>	<b>B. Meal Patterns and Nutritional Quality</b>		
		<b>YES</b>	<b>NO</b>	
		✓	<input type="checkbox"/>	Meal Components and Quantities
		<input type="checkbox"/>	✓	Offer versus Serve
		<input type="checkbox"/>	✓	Dietary Specifications and Nutrient Analysis
		Finding(s) Details: 1) The School Food Authority must keep production and menu records for the meals they produce. These records must show how the meals offered contribute to the required food components and food quantities for each age/grade group every day. The breakfast production records did not contain adequate information.		
<input type="checkbox"/>	✓	<b>C. School Nutrition Environment</b>		
		<b>YES</b>	<b>NO</b>	
		<input type="checkbox"/>	✓	SFA On-Site Monitoring
		<input type="checkbox"/>	✓	Local School Wellness Policy

		<input type="checkbox"/>	<input checked="" type="checkbox"/>	School Meal Environment
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Competitive Foods
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Smart Snacks in Schools
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Professional Standards
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Water
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Food Safety
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Storage
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Buy American
		<input type="checkbox"/>	<input checked="" 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:		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>D. Civil Rights</b>		
		Finding(s) Details:		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>E. Other</b>		
		Finding(s) Details:		