

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Beebe School District

Date of Administrative Review (Entrance Conference Date): November 29, 2021

Date review results were provided to the School Food Authority: December 8, 2021

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

| REVIEW FINDINGS | | | | |
|---|-------------------------------------|--|-------------------------------------|-------------------------------------|
| A. Meal Access and Reimbursement – Performance Standard 1 | | | | |
| YES | NO | | Technical Assistance | Corrective Action |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Certification and Benefit Issuance | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Verification | <input type="checkbox"/> | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Meal Counting and Claiming | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Charge Policy and Unpaid Meal Procedures | <input type="checkbox"/> | <input type="checkbox"/> |
| Findings: | | | | |
| <ol style="list-style-type: none"> 1) Of the 380 student eligibility source documents reviewed, there was (1) application missing an adult signature. In accordance with 7 CFR 245.6(a)(7) for an application to be considered complete, it must have all the required information including a signature from an adult household member. 2) Upon reviewing supporting documents for the October 2021 claim for reimbursement, it was discovered that snacks served on October 1, 2021, were not included in the consolidated count. This error resulted in an underclaim of 126 afterschool snacks totaling \$126 | | | | |
| B. Meal Patterns and Nutritional Quality | | | | |
| YES | NO | | Technical Assistance | Corrective Action |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Meal Components and Quantities | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Offer versus Serve | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Dietary Specifications and Nutrient Analysis | <input type="checkbox"/> | <input type="checkbox"/> |
| Findings: | | | | |
| <ol style="list-style-type: none"> 1) Upon reviewing production records for the week of October 4-8, 2021, it was discovered that only ½ cup juice was served during the AfterSchool Snack service when ¾ cup serving of fruit is required for grades K-8. According to CFR 210.10 (a)(1)(ii), schools offering afterschool snacks in afterschool care programs must meet the meal pattern requirements. Schools must plan and produce enough food to offer each child the minimum quantities under the meal pattern. | | | | |
| C. General Program Areas | | | | |
| YES | NO | | Technical Assistance | Corrective Action |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Resource Management | <input type="checkbox"/> | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Civil Rights | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | SFA On-Site Monitoring | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Local School Wellness Policy | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Smart Snacks in Schools | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Professional Standards | <input type="checkbox"/> | <input type="checkbox"/> |

| | | | | |
|--------------------------|-------------------------------------|--|--------------------------|--------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Water | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Food Safety, Storage, and Buy American | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Reporting and Record Keeping | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | School Breakfast Program and Summer Meals Outreach | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | After School Snack | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | Seamless Summer | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | Fresh Fruit and vegetable Program | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | Other: | <input type="checkbox"/> | <input type="checkbox"/> |

Findings:

- 1) Upon reviewing verification documentation, the Final Notice for Verification Letter that was sent to households had the incorrect non-discrimination statement. According to FNS 113-1 IX A (3), all information materials and sources, including websites, used by FNS, State agencies, local agencies, or other sub recipients must contain a non-discrimination statement.