

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Emerson-Taylor-Bradley

Date of Administrative Review (Entrance Conference Date): 11/9/2020

Date review results were provided to the School Food Authority: 11/17/2020

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
	✓	Certification and Benefit Issuance		
	✓	Verification		
✓		Meal Counting and Claiming		
✓		Charge Policy and Unpaid Meal Procedures		
Findings:				
1) Upon reviewing daily records for the October claim for reimbursement, an error was determined when consolidating the total meal counts resulting in an under claim of \$24.86. In accordance with 7 CFR § 210.8 (b) (4), state agencies must take corrective action in response to any claim for reimbursement filed in error.				
2) The Hunger-Free Student’s Bill of Rights Act 428 of 2019 requires that schools must provide meal access to all students regardless of their ability pay. School Food Authorities (SFAs) must develop and implement a SFA-level policy for each school operating the National School Lunch Program and School Breakfast Program, which addresses unpaid meal access. At the time of the review, the elementary school did not have a published policy.				
B. Meal Patterns and Nutritional Quality				
YES	NO		Technical Assistance	Corrective Action
	✓	Meal Components and Quantities		
	✓	Offer versus Serve		
	✓	Dietary Specifications and Nutrient Analysis		
C. General Program Areas				
YES	NO		Technical Assistance	Corrective Action
	✓	Resource Management		
✓		Civil Rights		
	✓	SFA On-Site Monitoring		
	✓	Local School Wellness Policy		
	✓	Smart Snacks in Schools		
	✓	Professional Standards		
	✓	Water		
	✓	Food Safety, Storage, and Buy American		
	✓	Reporting and Record Keeping		
	✓	School Breakfast Program and Summer Meals Outreach		
		After School Snack		
		Seamless Summer		
		Fresh Fruit and vegetable Program		
		Other:		

Findings:

1) The USDA Non-discrimination statement is required to be posted on the district website and used on all items being distributed to households. During the review, it was discovered that the USDA non-decimation statement was not on school district website as required. The incorrect short statement was used on school menus that were distributed to households.