

## STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

**School Food Authority Name: Fordyce Schools**

**Date of Administrative Review (Entrance Conference Date): 12/14/2022**

**Date review results were provided to the School Food Authority: 2/8/2023**

### 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				
<b>A. Meal Access and Reimbursement – Performance Standard 1</b>				
YES	NO		Technical Assistance	Corrective Action
✓	<input type="checkbox"/>	Certification and Benefit Issuance	✓	✓
✓	<input type="checkbox"/>	Verification	✓	✓
<input type="checkbox"/>	✓	Meal Counting and Claiming	<input type="checkbox"/>	<input type="checkbox"/>
✓	<input type="checkbox"/>	Charge Policy and Unpaid Meal Procedures	✓	✓
Findings:				
1) Not all direct certifications were correctly certified in accordance with 7 CFR 245.2. The SFA extended eligibility to students without documentation to substantiate that these students were in the same household as children receiving benefits from an Assistance Program.				
2) The SFA did not accurately transfer the correct benefit from the eligibility determination document to the Point of Service benefit issuance document and did not update the benefit issuance document for students who are new, transferred, or withdrawn.				
3) The SFA has documentation demonstrating that a confirmation review took place, however it did not occur until after verification. Per 7 CFR 245.6a(e) Activities prior to household notification—(1) Confirmation of a household's initial eligibility. (i) Prior to conducting any other verification activity, an individual, other than the individual who made the initial eligibility determination, shall review for accuracy each approved application selected for verification to ensure that the initial determination was correct.				
4) The SFA does not have a meal charge policy on file.				
<b>B. Meal Patterns and Nutritional Quality</b>				
YES	NO		Technical Assistance	Corrective Action
✓	<input type="checkbox"/>	Meal Components and Quantities	✓	✓
<input type="checkbox"/>	✓	Offer versus Serve	✓	<input type="checkbox"/>
<input type="checkbox"/>	✓	Dietary Specifications and Nutrient Analysis	<input type="checkbox"/>	<input type="checkbox"/>
Findings:				
1) For the week of menu review, the 9-12 lunch menu did not meet the minimum daily requirements for meat/meat alternate.				
2) For the week of menu review, the 9-12 lunch menu did not meet the minimum weekly requirements for meat/meat alternate.				
<b>C. General Program Areas</b>				
YES	NO		Technical Assistance	Corrective Action
✓	<input type="checkbox"/>	Resource Management	✓	<input type="checkbox"/>
<input type="checkbox"/>	✓	Civil Rights	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	✓	SFA On-Site Monitoring	<input type="checkbox"/>	<input type="checkbox"/>

<input checked="" type="checkbox"/>	<input type="checkbox"/>	Local School Wellness Policy	<input checked="" type="checkbox"/>	<input checked="" 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 checked="" 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) The Local School Wellness Policy has not been made available to the public.