

## STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

**School Food Authority Name:** Magnet Cove School District  
**Date of Administrative Review (Entrance Conference Date):** January 9, 2023  
**Date review results were provided to the School Food Authority:** March 13, 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				
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 checked="" type="checkbox"/>	<input type="checkbox"/>	Verification	<input checked="" 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:

1. Of the 171 student eligibility source documents reviewed the following was discovered:
  - Four (4) students were given a paid status in the point of sale (POS) system when they should have been free.
  - The district self-reported inconsistencies between the POS and eSchool. Upon review it was determined that an additional seven (7) students, received a paid status when they should be free. Five (5) students received reduced and five (5) students received free that should have been paid due to a change in verification.

As a result of discrepancies there was a net underclaim of two-hundred and ninety-three (293) free breakfast meals, a net underclaim of four hundred and forty-two (442) free lunch meals and a net overclaim of eleven (11) paid lunch meals. According to 7 CFR 210.7(c)(1)(i), SFA must correctly approve each child's eligibility for free and reduced meals.
2. Upon review of the November 2022 claim for reimbursement, it was discovered high school meal counts for breakfast and lunch on November 11, 2022, were not claimed. This resulted in an underclaim of 83 lunch meals and an underclaim of 42 breakfast meals. Upon further review and discussion, it was discovered that the district had not claimed afterschool snacks in August, September, October, or November 2022, which resulted in an underclaim of 1064 snacks. In accordance with 7 CFR 220.14 and 7 CFR § 210.8 (b) (4), state agencies must take corrective action in response to any claim for reimbursement filed in error.

3. Upon review of verification documentation from the current school year (2022-23), it was discovered that the district performed standard sampling and should have pulled four (4) applications, however they pulled seven (7) applications. In addition, the child nutrition (CN) assistant served as both the determining and confirming official. In accordance with 7 CFR 245.6a(e)(1), 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 district reported that they did not send out direct certification household notification letters. In accordance with 7 CFR 245.6(c)(6)(ii), Households approved for benefits based on information provided by the appropriate State or local agency responsible for the administration of the SNAP, FDPIR or TANF must be notified, in writing, that their children are eligible for free meals or free milk, that no application for free and reduced-price school meals or free milk is required.

**B. Meal Patterns and Nutritional Quality**

YES	NO		Technical Assistance	Corrective Action
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Meal Components and Quantities	<input type="checkbox"/>	<input 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:  
1) N/A

**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 type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>	Local School Wellness Policy	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Smart Snacks in Schools	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input 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 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 checked="" type="checkbox"/>	<input type="checkbox"/>	After School Snack	<input checked="" type="checkbox"/>	<input checked="" 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 contract with Dawson co-op did not include a price for breakfast and lunch.