

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Maynard School District
Date of Administrative Review (Entrance Conference Date): 11/10/21
Date review results were provided to the School Food Authority: 01/03/2022

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 | Finding | Technical Assistance | Corrective Action |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Certification and Benefit Issuance | <input type="checkbox"/> | <input 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: | | | | |
| 1) While reviewing the meal count procedures at the elementary school, five inaccurate practices were occurring that led to reviewing August through Octobers claims: inaccurate point of sale (POS) system count, consolidation errors on roster lists, inaccurate consolidation of the claim, Preschool counts based off of attendance records (prior to October 4, 2021), and field trip counts based off of attendance records. According to 7 CFR 210.7(c)(1)(iii) and 7 CFR 210.7(c)(1)(iv), it is important that an accurate count is obtained at the POS and that counts are accurately taken and consolidated for the monthly claim. Therefore, these five inaccurate meal counting practices resulted in net over claim. However, since November counts for preschool were taken accurately at the POS the Child Nutrition Unit (CNU) took counts for breakfast and lunch and divided by the number of serving days in November to find a factor. The factor was applied to August, September, and October 1. For that reason, a net over claim of 78 breakfast meals and net under claim of 1,778 lunch meals between August and October resulted in a total net under claim of \$7,471.30. | | | | |
| B. Meal Patterns and Nutritional Quality | | | | |
| YES | NO | Finding | 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: | | | | |
| 1) During the review of preschool production records for the review week of October 11-15, 2021 it was discovered that preschool received juice for both lunch and breakfast one (1) day. Preschool also received juice at snack. According to 7 CFR 226.20(a)(3)(i), preschool may only have one (1) serving of juice each day, including snack. Also, when reviewing menus provided for the month of October four (4) of the twenty (20) serving days had grain based desserts served. According to 7 CFR 226.20(a)(4)(iii), grain-based desserts do not count towards meeting the grains requirement. 2) During the review of production records during the week of October 11-15, 2021 it was determined that one (1) day was missing 1/4 cup of vegetables. In accordance with 7 CFR 210.10(c), K-8 grade group is required to have 3/4 cup vegetable per day. | | | | |
| C. General Program Areas | | | | |
| YES | NO | Finding | 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 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 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"/> |