

## STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

**School Food Authority Name:** Poyen School District  
**Date of Administrative Review (Entrance Conference Date):** March 14, 2023  
**Date review results were provided to the School Food Authority:** March 28, 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 checked="" type="checkbox"/>	<input type="checkbox"/>	Certification and Benefit Issuance	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Verification	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Meal Counting and Claiming	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Charge Policy and Unpaid Meal Procedures	<input type="checkbox"/>	<input type="checkbox"/>
Findings:				
1) Upon review of the Eschool Roster on March 14, 2023, it was found that eight (8) students were coded as being eligible for free meal benefits based on direct certification but should have been eligible based on categorical eligibility (homeless status). Per 7 CFR 245.2, children who are directly certified are eligible for free meals based on household members receiving SNAP and children who are categorically eligible are considered eligible for free meals based on foster, homeless, or migrant status.				
<b>B. Meal Patterns and Nutritional Quality</b>				
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)				
<b>C. General Program Areas</b>				
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 checked="" type="checkbox"/>	<input type="checkbox"/>	Smart Snacks in Schools	<input checked="" type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>	Reporting and Record Keeping	<input checked="" type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	Seamless Summer	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Fresh Fruit and vegetable Program	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Other:	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Findings:

1) Upon review of beverages sold a la cart to high school students, it was found that coffee bar recipes did not meet Smart Snack regulations. According to 7 CFR 210.11(c), high school students (grades 9-12) are limited to plain or plain carbonated water (no size limit), low fat milk, flavored or unflavored (no more than 12 fluid ounces), non-fat milk, flavored or unflavored (no more than 12 fluid ounces), nutritionally equivalent milk alternatives, 100 percent fruit/vegetable juices and 100 percent fruit/vegetable juice diluted with water (no more than 12 fluid ounces), calorie-free, flavored water, with or without carbonation (no more than 20 fluid ounces), other beverages that are labeled to contain less than 5 calories per 8 fluid ounces or less than or equal to 10 calories per 20 fluid ounces, and other beverages that are labeled to contain no more than 40 calories per 8 fluid ounces or 60 calories per 12 fluid ounces.

2) Upon review of documentation, it was found that the Wellness Committee has not held any meetings during the 2022-2023 school year (SY). Per A.C.A. 6 20 709, Wellness Committee's must meet regularly and review menus at least quarterly.

3) Upon review of the verification report for SY 2022-2023, one (1) application could not be located. Per Arkansas Code Title 6. Education 6-20-704, accounts and records shall at all times be available for inspection and audit by authorized officials and retained for five (5) years.