

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Harmony Grove (Saline)

Date of Administrative Review (Entrance Conference Date): March 10, 2021

Date review results were provided to the School Food Authority: April 5, 2021

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:				
<ol style="list-style-type: none"> 1. Finding (<i>Meal Access and Reimbursement</i>): <ol style="list-style-type: none"> a. Of the 242 student eligibility sources reviewed, two (2) applications were determined incorrectly. One (1) application was determined reduced but should have been free based on household size. One (1) application was determined SNAP without having a case number. Technical Assistance was provided at time of review, changes were made immediately. 2. Finding (<i>Meal Access and Reimbursement</i>): <ol style="list-style-type: none"> a. Upon reviewing daily records for the February claim for reimbursement, a small error was determined when consolidating the total meal counts resulting in an underclaim of \$11.30 for breakfast and an overclaim of \$60.01 for lunch, as noted on the enclosed Meal Count Adjustment Form. In accordance with 7 CFR § 210.8 (b)(4), state agencies must take corrective action in response to any Claim for Reimbursement filed incorrectly. Technical Assistance was given at time of review. Claim revision form was filled out by Harmony Grove and sent back to CNU. 				
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:		