

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Huntsville School District
Date of Administrative Review (Entrance Conference Date): February 8, 2021
Date review results were provided to the School Food Authority: June 11, 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		
1. Finding (Meal Access and Reimbursement):				
Of a statistically valid sample of 450 source documents, the following errors were found: The SFA did not certify the categorical statuses of two applications with the appropriate liaison in accordance with 245.6(b)(6)(ii). Twelve applications exceeded the timeline limit for approval in accordance with 7 CFR 245.6(c)(6)(i).				
2. Finding (Verification):				
For verification for the 2020-2021 school year, the district was placed on the standard sample verification list. In accordance with 7 CFR 245.6a(c)(3), when completing standard sample verification, 3% of all approved applications on file as of October 1 st must be pulled for verification. The district should have pulled 23 applications, or 3%, based on the number of applications on file as of October 1, 2020. However, the district only pulled 21 applications.				
B. Meal Patterns and Nutritional Quality				
YES	NO		Technical Assistance	Corrective Action
✓		Meal Components and Quantities	✓	✓
	✓	Offer versus Serve		
	✓	Dietary Specifications and Nutrient Analysis		
Finding (Meal Pattern and Nutritional Quality):				
During the review of Production Records from the month of review, the following errors were found during the week of December 7-11:				
<ol style="list-style-type: none"> a. The Intermediate serving option only provided students with 5/8 cup of vegetables on Monday and 1/2 cup of vegetables on Tuesday and Wednesday. In accordance with 7 CFR 210.10, elementary students must be served a minimum of 3/4 cup of vegetables per day at lunch. b. At the Intermediate school, the SFA did not meet the weekly vegetable subgroup requirements defined in 7 CFR 210.10 (c)(iii). Dark green vegetables were not served, and only ¼ cup of red/orange vegetable were served versus the required ½ cup and ¾ cup, respectively. Furthermore, virtual students were not served any dark green or legume vegetables. 				
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:		