

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Piggott School District

Date of Administrative Review (Entrance Conference Date): March 1, 2021

Date review results were provided to the School Food Authority: March 18, 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	✓	✓
<p>Findings: 1. Of the 254 student eligibility, source documents reviewed there were two (2) applications missing the last four digits of the social security number. 7 CFR 245.6 (a)(6) states that the last four digits of the social security number of the adult household member who signs the application must be provided in order for the application to be complete. Six (6) applications were missing the determining official's signature and determination date. Ten (10) applications exceeded the time limit for approval in accordance with 7 CFR 245.6(c)(6)(i) which states that the local educational agency must notify the household of the children's eligibility and provide the eligible children the benefits to which they are entitled within ten (10) operating days of receiving the application from the household.</p> <p>2. Upon review of the districts meal charge policy it was discovered that students may not accumulate more than \$50 in lunch charges and those who owe any money are required to eat in the hot lunch line. The Hunger-Free Student's Bill of Rights Act 428 of 2019 requires schools to provide a student requesting a meal or snack one that is no different from those served to their peers.</p>				
B. Meal Patterns and Nutritional Quality				
YES	NO		Technical Assistance	Corrective Action
✓		Meal Components and Quantities	✓	✓
	✓	Offer versus Serve		
	✓	Dietary Specifications and Nutrient Analysis		
<p>Findings:</p> <p>1) During the month of review production records for the week of January 25-29, 2021 were reviewed. It was determined that during the week pre K students were served grain based desserts on January 28, 2021. Additional meal observations were made on March 3, 2021 and it was discovered that pre K students were served a grain-based dessert. In accordance with 7 CFR 226.20(a)(4)(iii) child and adult care food program (CACFP) grain based desserts are not allowed to count toward the grain component of meals.</p>				
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:		

Findings:

- 1) Upon reviewing wellness documentation it was discovered that the wellness committee did not discuss the requirements, standards or menus of the schools lunch program. In accordance with Arkansas code 6-20-709 (a)(1)(2) each school district shall provide to the school district's school nutrition and physical activity advisory committee with Information on the requirements and standards of the program; and Menus for the program and other food sold in the school cafeteria on a quarterly basis.
- 2) During video observation of the district's storage, areas it was discovered that several purchased and commodity items were not labeled and dated. Foods must be labeled and dated in storage to ensure adherence to food safety standards. Arkansas State Board of Health Food Code 3-501.17 states that when received, all foods should be dated to ensure proper use and safety of the food supply (FIFO-first in first out inventory procedures).