APPENDIX B

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

Section 207 of the HHFKA amended section 22 of the NSLA (42 U.S.C. 1769c) to require State agencies to report the final results of the administrative review to the public in an accessible, easily understood manner in accordance with guidelines promulgated by the Secretary. Regulations at 7 CFR 210.18(m) requires the State agency to post a summary of the most recent final administrative review results for each School Food Authority on the State agency's publicly available website no later than 30 days after the State agency provides the final results of the administrative review to the School Food Authority. The State agency must also make a copy of the final administrative review report available to the public upon request.

School Food Authority Name: Baldwin County Board of Education

Date of Administrative Review (Entrance Conference Date): May 6, 2019

Date review results were provided to the School Food Authority: May 9, 2019

Date review summary was publicly posted: August 12, 2019

The review summary must cover access and reimbursement (including eligibility and certification review results), the School Food Authority's compliance with the meal patterns and the nutritional quality of school meals, the results of the review of the school nutrition environment (including food safety, local school wellness policy, and competitive foods), compliance related to civil rights, and general program participation. At a minimum, this would include the written notification of review findings provided to the School Food Authority's superintendent or equivalent as required at 7 CFR 210.18(i)(3).

General Program Participation

1. What Child Nutrition Programs does the School Food Authority participate in? (Select all that apply)

- [X] School Breakfast Program
- [X] National School Lunch Program
- [ ] Fresh Fruit and Vegetable Program
- [X] Afterschool Snack
- [ ] Special Milk Program
- [ ] Seamless Summer Option

2. Does the School Food Authority operate under any Special Provisions? (Select all that apply)

- [ ] Community Eligibility Provision
- [ ] Special Provision 1
- [ ] Special Provision 2
- [ ] Special Provision 3
Review Findings

3. Were any findings identified during the review of this School Food Authority?

[ ] Yes  [  ] No

If yes, please indicate the areas and what issues were identified in the table below.

<table>
<thead>
<tr>
<th>YES</th>
<th>NO</th>
<th>REVIEW FINDINGS</th>
</tr>
</thead>
<tbody>
<tr>
<td>X</td>
<td></td>
<td>A. Program Access and Reimbursement</td>
</tr>
<tr>
<td></td>
<td></td>
<td>YES</td>
</tr>
<tr>
<td></td>
<td>X</td>
<td>Certification and Benefit Issuance</td>
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<tr>
<td>X</td>
<td></td>
<td>Verification</td>
</tr>
<tr>
<td>X</td>
<td></td>
<td>Meal Counting and Claiming</td>
</tr>
</tbody>
</table>

Finding(s) Details:

1) Notices of adverse action were not sent to households during verification.

2) 

3) 

<table>
<thead>
<tr>
<th>X</th>
<th></th>
<th>B. Meal Patterns and Nutritional Quality</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>YES</td>
</tr>
<tr>
<td></td>
<td>X</td>
<td>Meal Components and Quantities</td>
</tr>
<tr>
<td></td>
<td>X</td>
<td>Offer versus Serve</td>
</tr>
<tr>
<td></td>
<td>X</td>
<td>Dietary Specifications and Nutrient Analysis</td>
</tr>
</tbody>
</table>

Finding(s) Details:

1) Breakfast meals did not contain all required components.

2) 

3)
C. School Nutrition Environment

<table>
<thead>
<tr>
<th></th>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>X</td>
<td>Food Safety</td>
</tr>
<tr>
<td></td>
<td>X</td>
<td>Local School Wellness Policy</td>
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<tr>
<td></td>
<td>X</td>
<td>Competitive Foods</td>
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<tr>
<td></td>
<td>X</td>
<td>Other</td>
</tr>
</tbody>
</table>

Finding(s) Details:

1) Temperature logs were not maintained as stated in the Hazard Analysis and Critical Control Point Manual, and the temperature of a freezer was not in compliance with requirements.

2) Items in dry storage were not properly stored and dated.

3) Items sold in vending machines and school stores were not Smart Snack compliant.

4) Vending machines were operational one hour before and after meal services.

5) The correct amount of funds was not passed through for State Mandated Raises.

6) The "Buy American" clause was not included in bid documentation for the procurement of food.

7) Exempt Fundraiser Forms were signed after the July 1 deadline, and fundraisers were approved after they occurred.

8) Documentation was not maintained that showed families were notified of the availability of the School Breakfast Program.

9) The Charge Meal Policy did meet Alabama State Department of Education requirements.

D. Civil Rights

Finding(s) Details:

1) 

2)