

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 SFA on the State agency's publicly available website no later than 30 days after the SA provides the final results of the administrative review to the SFA. The SA must also make a copy of the final administrative review report available to the public upon request.

School Food Authority Name: Elba City Board of Education

Date of Administrative Review (Entrance Conference Date): February 11, 2019

Date review results were provided to the School Food Authority: February 14, 2019

Date review summary was publicly posted: June 20, 2019

The review summary must cover access and reimbursement (including eligibility and certification review results), an SFA'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 SFAs 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)

X	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.

YES	NO	REVIEW FINDINGS		
	X	A. Program Access and Reimbursement		
		YES	NO	
			X	Certification and Benefit Issuance
			X	Verification
			X	Meal Counting and Claiming
		Finding(s) Details:		
		1)		
		2)		
3)				
X		B. Meal Patterns and Nutritional Quality		
		YES	NO	
		X		Meal Components and Quantities
		X		Offer versus Serve
			X	Dietary Specifications and Nutrient Analysis

		Finding(s) Details:		
		1) Signage was not posted on the service lines to assist students in identifying what must be selected to have a reimbursable meal.		
		2) Production records were not completed for the Afterschool Snack Program.		
		3)		
X		C. School Nutrition Environment		
		YES	NO	
			X	Food Safety
			X	Local School Wellness Policy
		X		Competitive Foods
		X		Other
		Finding(s) Details:		
		1) School store had snack items that were not Smart Snack compliant. Snacks were sold and consumed within the competitive window of meal service.		
		2) Procurement plan did not clearly state methods to be used when acquiring goods and services. Documentation was not maintained for bids.		
		3) Additional revenue were needed to comply with Section 206 of the Healthy, Hunger-Free Kids Act of 2010. Financial records showed transfers for State Mandated Raises were not completed as required.		
		4) Community Eligibility Provision rosters were not maintained as required by regulations.		
		5) The school food authority did not pay indirect cost monthly or at least quarterly.		
		6) Potable water was not available for students during meal service.		

X		D. Civil Rights
		<p>Finding(s) Details:</p> <p>1) The school food authority did not have a written policy for receiving and processing complaints alleging civil rights discrimination. The incorrect nondiscrimination statement was included on program materials.</p> <p>2) The "...And Justice For All" poster was not displayed in cafeteria.</p>