

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: Harris Home for Children, Inc.

Date of Administrative Review (Entrance Conference Date): November 29, 2016

Date review results were provided to the School Food Authority: August 10, 2018

Date review summary was publicly posted: August 10, 2018

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)

	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) Meal count documentation provided by central office did not match the claim for reimbursement.				
2) Point of service meal count was not implemented correctly on day of review.				
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) The school did not comply with the Dietary Specifications (Calories, Saturated Fat, Sodium, and Trans Fat) for the appropriate age/grade group being served. The reviewed site did not offer all items in the correct quantities as indicated on the planned menu for the day of review.				
2) Signage explaining what constitutes a reimbursable meal to students including the requirement to select at least ½ cup fruit or vegetable was not displayed during the breakfast meal service and offer versus serve was not properly implemented.				

X		C. School Nutrition Environment		
		YES	NO	
		X		Food Safety
		X		Local School Wellness Policy
			X	Competitive Foods
		X		Other
		Finding(s) Details:		
		1) The school food authority did not comply with State agency's financial management accounting requirements.		
		2) Proper procurement procedures were not used for purchases.		
		3) The school food authority did not meet all Professional Standards requirements.		
		4) All required monitoring reviews were not completed in school year 2016.		
		5) The school food authority did not meet the federal Wellness Policy requirements.		
		6) The Hazard Analysis and Critical Control Points principles were not up-to-date in the policy, and the school was not following the policy.		
	X	D. Civil Rights		
		Finding(s) Details:		
		1)		
		2)		