

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 (SA) 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 (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: St. James Catholic School

Date of Administrative Review (Entrance Conference Date): April 25, 2017

Date review results were provided to the School Food Authority: April 27, 2017

Date review summary was publicly posted: June 28, 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 SFA'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)

<input type="checkbox"/>	School Breakfast Program
<input checked="" type="checkbox"/>	National School Lunch Program
<input type="checkbox"/>	Fresh Fruit and Vegetable Program
<input type="checkbox"/>	Afterschool Snack
<input type="checkbox"/>	Special Milk Program
<input type="checkbox"/>	Seamless Summer Option

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

<input type="checkbox"/>	Community Eligibility Provision
<input type="checkbox"/>	Special Provision 1
<input type="checkbox"/>	Special Provision 2
<input type="checkbox"/>	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.

		REVIEW FINDINGS		
YES	NO			
	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)				
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) Planned meals were missing meal components.		
2) Menus and production records did not match.				

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's Wellness Policy was not up-to-date.		
		2) The Charge Meal Policy was outdated.		
		3) The Worthless Check Policy was outdated.		
		4) The Hazard Analysis and Critical Control Points plan did not reflect the correct Food Code.		
		5) The school food authority did complete the Annual Fundraiser Attestation Statement and Alabama's Implementation of USDA Smart Snack in School statement.		
		6) The school food authority did not document and track training as required by Professional Standards.		
		7) The school food authority did not provide supportive documentation demonstrating that families were informed of the availability and location of Summer Food Service Program meals.		
	X	D. Civil Rights		
		Finding(s) Details:		
		1)		
		2)		