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: Troy City Board of Education

Date of Administrative Review (Entrance Conference Date): February 25, 2019

Date review results were provided to the School Food Authority: March 1, 2019

Date review summary was publicly posted: August 21, 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
   - 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?

<table>
<thead>
<tr>
<th></th>
<th>YES</th>
<th>NO</th>
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<tbody>
<tr>
<td></td>
<td>X</td>
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</table>

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

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

1) 

2) 

<table>
<thead>
<tr>
<th>B. Meal Patterns and Nutritional Quality</th>
<th>YES</th>
<th>NO</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>X Meal Components and Quantities</td>
<td></td>
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<tr>
<td></td>
<td>X Offer versus Serve</td>
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<td></td>
<td>X Dietary Specifications and Nutrient Analysis</td>
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</tbody>
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Finding(s) Details:

1) 

2)
### C. School Nutrition Environment

<table>
<thead>
<tr>
<th>X</th>
<th>YES</th>
<th>NO</th>
<th>Food Safety</th>
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<td></td>
<td>X</td>
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#### Finding(s) Details:

1. Meal service time for Breakfast was not in compliance the approved time.

2. Financial records did not have the correct coding. The Nonprogram Food Revenue Tool indicated that the nonprogram foods revenue did not cover the cost of the nonprogram foods.

3. The school store was not in compliance with Smart Snack standards.

4. Snacks were sold within one (1) hour before or after meal service.

5. The Procurement Plan's did not include all of the required provisions.

6. Procurement records revealed documentation was not maintained for bids; products and services were not properly bid; and invitations to bid did not have all required clauses.

7. The STI classroom roster and cafeteria roster at Troy Elementary were not the same.

### D. Civil Rights

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#### Finding(s) Details:

1. The school food authority did not have a written Civil Rights Complaint Policy.

2. Public documents did not include the required nondiscrimination statement.