

APPENDIX B

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

Section 207 of the Healthy Hunger-Free Kids Act (HHFKA) amended section 22 of the National School Lunch Act (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: Ephesus Academy

Date of Administrative Review (Entrance Conference Date): December 12, 2022

Date review results were provided to the School Food Authority: January 5, 2023

Date review summary was publicly posted: May 5, 2023

The review summary must cover access and reimbursement (including eligibility and certification review results), the 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 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 checked="" type="checkbox"/>	School Breakfast Program
<input checked="" type="checkbox"/>	National School Lunch Program
<input type="checkbox"/>	Fresh Fruit and Vegetable Program
<input checked="" 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 checked="" 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.

YES	NO	REVIEW FINDINGS		
X		A. Program Access and Reimbursement		
		YES	NO	
				Certification and Benefit Issuance
				Verification
		X		Meal Counting and Claiming
		Finding(s) Details:		
		1) A true point-of-service location where all meal trays and a la carte items are reviewed and counted was not established.		
2)				
3)				
X		B. Meal Patterns and Nutritional Quality		
		YES	NO	
		X		Meal Components and Quantities
				Offer versus Serve
				Dietary Specifications and Nutrient Analysis

		Finding(s) Details:		
		1) Insufficient quantities of fruit and vegetables were provided to the 9-12 age/grade groups during the review period and the day of review and only one variety of milk was offered.		
		2)		
		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) The Child Nutrition Program Annual Report did not reflect the correct fiscal year (FY) end revenues.		
		2) The USDA Nonprogram Food Revenue Tool for FY 2022 was not completed; the SFA was unable to provide supporting documentation for food expenses for FY 2022.		
		3) A procurement plan was not on file and purchasing procedures were not properly reflected.		
		4) The wellness policy and triennial assessment were missing from the school website and there was no documentation of public solicitation or committee meetings regarding policy update.		
		5) Documentation has not been provided currently to support USDA hiring requirements for the CNP director were met and that the food safety training has yet to be completed.		
		6) The adult/visitor pricing was set below the required amount established by FNS guidance.		
		7) No School Breakfast or Summer Food Service Program outreach occurred.		
		8) Temperature logs of equipment and thermometer calibration logs were not being maintained as referenced in the School Food Authority's (SFA) HACCP/Food Safety Plan.		
		9) Produce was not in compliance with the Buy American Provision.		
		10) The Afterschool Snack Program was not monitored within the first four weeks of operation, an insufficient quantity was provided on one day during the review period, Also, it was identified that the meal count document utilized during the snack service was a tally sheet instead of a roster or point-of sale software.		
X		D. Civil Rights		

		Finding(s) Details:
		1) The SFA did not provide a public release prior to the beginning of the school year.
		2) The SFA does not have current procedures related to Civil Rights complaints.
		3) The SFA website did not have the correct nondiscrimination statement (NDS).