

Shelby County Board of Education

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: Shelby County Board of Education

Date of Administrative Review (Entrance Conference Date): March 13, 2023

Date review results were provided to the School Food Authority: March 16, 2023

Date review summary was publicly posted: August 9, 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 SFA 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

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REVIEW FINDINGS

3. Were any findings identified during the review of this School Food Authority?

YES	NO
X	

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

A. Program Access and Reimbursement

YES	NO	REVIEW FINDINGS
	X	Program Access and Reimbursement

YES	NO	AREAS of Program Access and Reimbursement
	X	Certification and Benefit Issuance
	X	Verification
	X	Meal Counting and Claiming

Findings Details: Program Access and Reimbursement
1.
2.

B. Meal Patterns and Nutritional Quality

YES	NO	REVIEW FINDINGS
	X	Meal Patterns and Nutritional Quality

YES	NO	AREAS
	X	Meal Components and Quantities
	X	Offer versus Serve
	X	Dietary Specifications and Nutrient Analysis

Finding(s) Details: School Nutrition Environment
1.
2.

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REVIEW FINDINGS (continued)

C. School Nutrition Environment

YES	NO	REVIEW FINDINGS
X		School Nutrition Environment

YES	NO	AREAS
	X	Food Safety
X		Local School Wellness Policy
X		Competitive Foods
	X	Other

Finding(s) Details: School Nutrition Environment
1. The School Food Authority (SFA) safety plan did not reference the 2013 Food Code currently adopted by the state of Alabama.
2. The SFA exceeded United States Department of Agriculture (USDA) requirements for net cash resource. The SFA did not utilize the correct function codes for revenues.
3. Proper procurement procedures were not used for purchases, and the documentation did not support the procurement method used.
4. Observation revealed that the storage temperature records were not documented for a week during the review period.

D. Civil Rights

YES	NO	REVIEW FINDINGS
	X	Civil Rights

Finding(s) Details:
1.
2.