

Lee County Youth Dev. Center

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 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 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:	Lee County Youth Dev. Center
Date of Administrative Review (Entrance Conference Date):	November 27, 2023
Date final review results provided to the School Food Authority:	January 4, 2024
Date review summary was publicly posted:	January 31, 2024

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. The School Food Authority operates under the following 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.	A review of the benefit issuance documentation revealed that some applications were processed and approved with missing information.
2.	The School Food Authority (SFA) did not complete the verification process.
3.	The SFA incorrectly claimed meals for breakfast and lunch for the month of review. Snack meal counts on day of review were incorrect.

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.	N/A

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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 Wellness Policy was not publicized as required. In addition, the triannual assessment was not completed.
2. Financial management for fiscal year 2023 was inadequate. The FY 2023 CNP Annual Report contained inaccurate totals for revenue and expenses.
3. The SFA's written Procurement Plan was inadequate.

D. Civil Rights

YES	NO	REVIEW FINDINGS
X		Civil Rights

Finding(s) Details:
1. The nondiscrimination statement was not provided on program materials or the website.
2. The SFA did not provide notification to participants regarding collection of racial and ethnic data.