

St. Mary's School

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 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. Mary's School
Date of Administrative Review (Entrance Conference Date): December 4, 2023
Date final review results were provided to the School Food Authority: January 8, 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 summary 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)

	School Breakfast Program
X	National School Lunch Program
X	Fresh Fruit and Vegetable Program
	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. Review of applications revealed two applications were not approved correctly.
2. The Verification Notification Letters did not include all required SFA information.

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. The School Food Authority did not meet all required meal components as required by the United States Department of Agriculture (USDA) regulations.

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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 Food Safety Plan was not up to date with the current food code and standard operating procedures were not implemented.
2. The SFA was in violation of the Buy American Provision.
3. Documentation did not show public solicitation for participation in development of the Local Wellness Policy committee. Wellness Policy and Assessment were not accessible for public information.
4. The SFA did not record all CNP revenues and expenses correctly.
5. Procurement procedures were not up to date in accordance with federal, state, and local regulations.
6. The Professional Standards tool was not implemented.
7. The SFA did not inform the public of the availability and location of Summer Feeding Programs.

D. Civil Rights

YES	NO	REVIEW FINDINGS
X		Civil Rights

Finding(s) Details:

1. Prototype for Public Release was not utilized.
2. The SFA's Non-Discrimination Statement was not current.
3. Collection of Race and Ethnic data on the Registration Form was inadequate.