

Roanoke City 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 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 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: Roanoke City BOE
Date of Administrative Review (Entrance Conference Date): April 29, 2024
Date final review results were provided to the School Food Authority: June 6, 2024
Date review summary was publicly posted: June 13, 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)

| | |
|---|---------------------------------|
| X | 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 | REVIEW FINDINGS |
|-----|----|--------------------------------|
| X | | Administrative Review Findings |

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 |

X

| Findings Details: Program Access and Reimbursement |
|--|
| |

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: Meal Patterns and Nutritional Quality |
|--|
| 1. Breakfast meal on April 30, 2024, provided an insufficient quantity of the fruit component. |

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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. Hazard Analysis and Critical Control Points (HACCP) plan was not up to date.
2. Wellness Policy's Triennial Assessment Summary was incomplete.
3. The SFA was noncompliant with state and federal financial /resource management requirements.
4. The SFA was noncompliant with state and federal procurement procedure requirements.

D. Civil Rights

| YES | NO | REVIEW FINDINGS |
|-----|----|-----------------|
| X | | Civil Rights |

Finding(s) Details:

1. Civil Rights complaint procedures were not available for review.