

ST. JAMES CATHOLIC 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 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: St. James Catholic School
Date of Administrative Review (Entrance Conference Date): December 2, 2024
Date review results were provided to the School Food Authority: January 3, 2025
Date review summary was publicly posted: January 24, 2025

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

What Child Nutrition Programs does the SFA 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 type="checkbox"/>	Afterschool Snack
<input type="checkbox"/>	Special Milk Program
<input type="checkbox"/>	Seamless Summer Option

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

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

YES	NO
X	

Please complete the following charts to indicate findings and details.

YES	NO	REVIEW FINDINGS
	X	A. Program Access and Reimbursement
YES	NO	AREAS
	X	Certification and Benefit Issuance
	X	Verification
	X	Meal Counting and Claiming

YES	NO	REVIEW FINDINGS
X		B. 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:

- The SFA failed to comply with 7 CFR 210.10(a)(1)(i) which states that school lunches offered to children aged 5 or older must meet, at a minimum, the meal requirements in paragraph (b) of this section. Schools must follow a food-based menu planning approach and produce enough food to offer each child the quantities specified in the meal pattern established in paragraph (c) of this section for each age/grade group served in the school.

YES	NO	REVIEW FINDINGS
X		C. School Nutrition Environment
YES	NO	AREAS
X		Food Safety
X		Local School Wellness Policy
	X	Competitive Foods
X		Other

Finding(s) Details:

- The SFA failed to comply with 7 CFR 210.13(c) which requires the SFA to develop a written food safety program that covers any facility or part of a facility where food is stored, prepared, or served.

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2. The SFA failed to comply with 7 CFR 210.31(d-f) which discusses public involvement and public notification, implementation assessments and updates, and record keeping requirements regarding the local school wellness policy.
3. The SFA failed to comply with 2 CFR 200.318 which lists the requirements regarding the SFA's development and implementation of its own documented procurement procedures. The SFA was provided with an example procurement plan on which to develop and implement its own plan.
4. The SFA failed to comply with USDA MEMO SP 46-2016 which provides guidance on the development and implementation of local meal charge policies.
5. The SFA failed to comply with 7 CFR 210.18(h)(2)(iii) which requires the school food authority to conduct on-site reviews of each school under its jurisdiction, as required by §§ 210.8(a)(1) and 220.11(d) of this chapter, and monitors claims and readily observable general areas of review in accordance with §§ 210.8(a)(2) and (a)(3), and 220.11(d) of this chapter.
6. The SFA failed to comply with 7 CFR 210.30(g) which requires that each school year, the school food authority director must document compliance with the requirements of this section for all staff with responsibility for school nutrition programs, including directors, managers, and staff. Documentation must be adequate to establish, to the State's satisfaction during administrative reviews, that employees are meeting the minimum professional standards.
7. The SFA failed to comply with 7 CFR 210.12(d)(2) which lists the requirements regarding the distribution of materials associated with the availability of SFSP meals. USDA Food and Nutrition Service Division requires schools to conduct Summer Food Service Program (SFSP) outreach before the end of the school year to ensure that eligible families are informed of the availability and location of SFSP meals.

YES	NO	REVIEW FINDINGS
X		D. Civil Rights

Finding(s) Details:

1. The SFA failed to comply with 7 CFR 245.5(a)(2) which requires on or about the beginning of each school year, a public release having the same information supplied to parents and including both free and reduced-price eligibility criteria shall be provided to the informational media, the local unemployment office, and to any major employers contemplating large layoffs in the area from which the school draws its attendance. Also, LEAs electing CEP (Community Eligibility Provision) should use their usual channels of communication to notify the public that school meals will be available at no cost to all students enrolled at the listed schools.
2. The SFA failed to provide notice in accordance with Alabama Department of Education August 16, 2023, memorandum: "Collection of Race and Ethnicity Data for School Meal Programs."
3. The SFA failed to comply with FNS 113-1 (XVII)(B) which places certain direct requirements on local agencies to maintain a processing system for discrimination complaints.