

Trinity Evangelical Lutheran 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) require 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: Trinity Evangelical Lutheran School

Date of Administrative Review October 14-17, 2025

Date review results were provided to the School Food Authority: November 20, 2025

Date review summary was publicly posted: January 8, 2026

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

The School Food Authority participates in the following Child Nutrition Programs:

X	School Breakfast Program
X	National School Lunch Program
	Fresh Fruit and Vegetable Program
X	Afterschool Snack
	Special Milk Program
	Seamless Summer Option

The School Food Authority operates under the following Special Provisions:

X	Community Eligibility Provision
	Special Provision 1
	Special Provision 2
	Special Provision 3

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Review Findings

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

Finding(s) Details:
1. August 2025, for accuracy, the reviewer noted that the meal counts claimed for reimbursement did not match the actual meal counts recorded on the meal count roster reports for breakfast meals, lunch meals, and snack meals.

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:
1. SFA did not provide the USDA Workbook (Certificate of Compliance), or a Software Nutrient Analysis report documenting the required daily quantities for all components being served to the appropriate age/grade groups.
2. In review of the Menu provided for the Review Period August 2025, the SFA did not meet the daily meal pattern requirements for the National School Lunch Program (NSLP) and School Breakfast Program (SBP)
3. Missing meal components on production records

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

Finding(s) Details:
1. A review of the HACCP plan found the following: a. Employee food safety training procedure at the beginning of the school year is not being followed. b. Ice machine daily cleaning & sanitizing procedure is not being followed. c. Weekly food safety checklist procedure is not being followed. d. Thermometer calibration procedure states weekly but log states daily- neither procedure is being followed.
2. Triennial Assessment is a component that was addressed in the Wellness Policy. However, there is no documentation showing public notification was implemented.
3. The public and stakeholders were not notified on how to participate in the implementation, development, and assessment of the wellness policy.

YES	NO	REVIEW FINDINGS
X		D. Civil Rights

Finding(s) Details:
1. The SFA did not submit the correct public release notice provided by the State Agency and as required by the state. The SFA has indicated in the Agreement that the most current prototype provided by the State will be used.
2. Observation revealed that the school website did not have the nondiscrimination statement (NDS).