STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Franklin County

Date of Administrative Review: February 5, 2019

Date review results were provided to the School Food Authority: February 7, 2019

SFA/Sponsor CNIPS Number: 10162

Review Month: February, 2019

On-site Review Date(s): February 5-7, 2019

Schools Reviewed: Elkhorn Elementary, Western Hills High School, Bondurant Middle School

Reviewers: Michael Jestus

General Program Participation

1. What Child Nutrition Programs does the School Food Authority participate in? (Select all that apply)

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

2. Does the School Food Authority operate under any Special Provisions? (Select all that apply)

- [ ] Community Eligibility Provision
- [ ] Special Provision 1
- [ ] Special Provision 2
- [ ] Special Provision 3
- [ ] N/A
Review Findings

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

**A. Program Access and Reimbursement**

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Certification and Benefit Issuance
Verification
Meal Counting and Claiming

Finding(s) and Commendation(s):

Commendations:
- District staff were very helpful and accommodating to all requests. Thank you for your timely responses, and hospitality.
- All school staff demonstrated great care for the students and exhibited excellent customer service. The lines were all well stocked and food looked and tasted great. Students all seemed to enjoy the food and the positive dining environment.
- Students at each school were very well trained in Offer versus Serve expectations, e.g. very few had to be reminded to go back to line to get a missing fruit or vegetable.

Findings:
- The SFA did not process household applications in compliance with 7 CFR 245.6(a).
- The SFA’s meal counting and claiming procedures did not meet requirements as stated in USDA FNS- 270.

**B. Meal Patterns and Nutritional Quality**

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Meal Components and Quantities
Offer versus Serve
Dietary Specifications and Nutrient Analysis

Finding(s) and Commendation(s):
C. School Nutrition Environment

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Food Safety
Local School Wellness Policy
Competitive Foods
Other

Finding(s) and Commendation(s):

The SFA did not meet the requirements for on-site monitoring of the lunch and breakfast counting and claiming system in accordance with 7 CFR 210.8.

The SFA did not meet food safety requirements in accordance with 7 CFR 210.13(c). (x3)

The SFA did not meet the requirements of the Buy American Provision in accordance with 7 CFR 210.21(d).

Adult meals are not priced according to FNS 782-5.

D. Civil Rights

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Civil Rights

Finding(s) and Commendation(s):