

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

Section 207 of the HHFKA amended section 22 of the NSLA (42 U.S.C. 1769c) to require state agencies 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 state agency provides the final results of the Administrative Review to the SFA. The state agency must also make a copy of the final Administrative Review report available to the public upon request.

School Food Authority Name: Monticello Academy

Date of Administrative Review (Entrance Conference Date): 02/21/2018

Date review results were provided to the School Food Authority: 05/14/2018

The review summary must cover access and reimbursement (including eligibility and certification review results), compliance with the meal patterns and the nutritional quality of school meals, 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. Child Nutrition Programs the School Food Authority participates in.

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

This institution is an equal opportunity provider.

2. Special Provisions the School Food Authority operates.

- Community Eligibility Provision
- Special Provision 1
- Special Provision 2
- Special Provision 3

Review Findings

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

- Yes No

If yes, please indicate the areas and what issues were identified below.

A. **Program Access and Reimbursement**

- No Findings

Key areas:

- Certification and Benefit Issuance
- Verification
- Meal Counting and Claiming

Finding details:

Direct Certification, verification, and adverse action notifications missing required information. Application(s) missing last for of SSN or signature. Miscategorized application(s). Incorrectly directly certified students. Incorrectly identified error prone applications. Missing documentation for verification. Incorrect sample procedure for verification. Verification results not updated by due date.

B. **Meal Patterns and Nutritional Quality**

- No Findings

Key areas:

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

Finding details:

Weekly minimum menu requirements were not met for beans/peas. Repeat meat/meat alternate and grain quantity errors for grades 6-12. Menu signage is missing or does not meet requirements. Offer vs. Serve signage does not meet requirements. Incomplete meals observed on Day of Review.

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C. **School Environment**

No Findings

Key areas:

- Food Safety
- Local School Wellness Policy
- Competitive Foods
- Other

Finding details:

Local Wellness Policy missing requirement(s). The written food safety plan does not contain all the required elements. Storage violations observed.

D. **Civil Rights**

No Findings

Finding details:

Incorrect nondiscrimination statement. Most recent Justice For All poster not posted.

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