

Commissioner's Memo
1/22/2017

Child Nutrition Administrative Review Required Public Notification

Memo Information

Memo Number **CNU-17-030**

Memo Date 1/23/2017

Memo Type Regulatory

Unit Child Nutrition

Regulatory Authority 7 CFR 210.18; USDA SP 56-2016

Response Required NO

Attention Superintendents; Principals

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Memo Text

ATTENTION: CO-OP DIRECTORS AND CHILD NUTRITION DIRECTORS

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 of Agriculture. The final rule 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, and allows the state agency to strongly encourage each SFA to post a summary on the SFA's public website.

The results summary must include access and reimbursement (including eligibility and certification review results), an SFA's compliance with the meal pattern 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 summary 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). State agencies must post this summary no later than 30 days after the state agency provides the final results of the administrative review to the SFA.

The results summary must remain available until a more recent results summary becomes available. The state agency must also make a copy of the final administrative review report available to the public upon request.

Beginning with the 2016-17 School Year the Arkansas Department of Education, Child Nutrition Unit will post Administrative Review Summary Reports for completed Administrative Reviews on the Child Nutrition Unit

website at: <https://dese.ade.arkansas.gov/Offices/child-nutrition-unit/administrative-review/administrative-review-findings>

Attachments:

State Agency Administrative Review Summary
SP56-2016 Additional Guidance on Administrative Reviews

Attachments

- [CNU-17-030--Administrative_Review_Summary.docx](#)
- [CNU-17-030--SP56-2016_Additional_Guidance_on_Administrative_Reviews.pdf](#)