

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Arkansas Military and First Responder Academy

Date of Administrative Review (Entrance Conference Date): 11/06/2024

Date review results were provided to the School Food Authority (Exit Conference Date): 11/08/2024

High Risk Follow-up Required: ☒ Yes ☐ No

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
 - ☐ Seamless Summer Option
2. Does the School Food Authority operate under any Special Provisions? (Select all that apply)
 - ☐ Community Eligibility Provision
 - ☐ Special Provision 2

Review Findings

3. Were any findings identified during the review of this School Food Authority?
 - ☒ Yes ☐ No

REVIEW FINDINGS				
A. Meal Access and Reimbursement – Performance Standard 1				
YES	NO	Module	Technical Assistance	Corrective Action
☐	☒	Module 1: Eligibility: Certification and Benefit Issuance	☐	☐
☒	☐	Module 2: Verification	☒	☒
☐	☒	Module 3: Meal Counting and Claiming	☐	☐
Findings: 1. Upon review of verification documentation from the 2024-2025 school year it was discovered that verification had not started at the time of review. Additionally, Verification was not completed by November 15th. In accordance with 7 CFR 245.6a(b)(1) the local education agency must complete the verification efforts not later than November 15 of each school year. This is a repeat finding from the AR performed in March of 2024.				
B. Meal Patterns and Nutritional Quality				
YES	NO	Module	Technical Assistance	Corrective Action
☒	☐	Module 4: Meal Components and Quantities	☒	☒
Findings: 1) Upon reviewing breakfast meal service on November 6, 2024, at AMFRA High School, it was discovered that only one (1) type of milk was being offered during breakfast meal service. In accordance with 7 CFR 210.10(d)(1)(i) Schools must offer students a variety (at least two different options) of fluid milk. 2) Incomplete production records for breakfast and lunch were missing amount prepared, amount served, amount leftover, number of students served, and number of adults serviced and therefore could not show all meal requirements were being met. Additionally, not all meal contributions per menu item included the correct contribution per serving. In accordance with 7CFR 220.8 (a)(3) and 7CFR 210.10 (a)(3), school food authorities must keep production and menu records for the meals they produce. These records must show how the meals offered contribute to the required meal components and food quantities for each age/grade group every day.				
C. General Program Areas				
YES	NO	Module	Technical Assistance	Corrective Action
☒	☐	Module 5: Wellness	☒	☒
☐	☒	Module 5: Smart Snacks	☐	☐
☒	☐	Module 6: Food Safety and Storage	☒	☒
☐	☒	Module 7: Hiring and Professional Standards	☐	☐

☒	☐	Module 8: General Area	☒	☒
☐	☒	Module 9: Afterschool Snack	☐	☐
☐	☒	Module 10: Fresh Fruit and Vegetable Grant Program	☐	☐
☐	☒	Module 11: Food Service Management Company	☐	☐

Findings:

- Upon review of Wellness meeting documentation, menus have not yet been reviewed for the current school year. In accordance with A.C.A. § 6-20-09, recommendations to the school district concerning menus and other foods sold in the school cafeteria must be provided on a quarterly basis.
 - Although an electronic food safety plan was provided at the time of review, a food safety plan and safety data sheets (SDS) were not available at the review site. In accordance with 7 CFR 210.13(c), the school food authority must develop a written food safety program that covers any facility or part of a facility where food is stored, prepared, or served. The food safety program must be based on Hazard Analysis Critical Control Point (HACCP). Additionally, in accordance with 7 CFR 210.13(a), the school food authority shall ensure that food storage, preparation, and service is in accordance with the sanitation and standards established under State and local law and regulations.
The following food safety violations in accordance with Arkansas Department of Health Rules Pertaining to Retail Food Establishments, were observed on the day of review:
 - The kitchen floor was dirty and hadn't been mopped recently. In accordance with 6-501.11(A) the physical facilities shall be cleaned as often as necessary to keep them clean.
 - Staff serving meals were not wearing hair restraints during meal service. In accordance with 2-402.10(A) food employees shall wear hair restraints such as hats, hair coverings or nets, beard restraints, and clothing that covers body hair, that are designed and worn to effectively keep their hair from contacting exposed food; clean equipment, utensils, and linens; and unwrapped single-service and single-use articles.
 - Temperatures for hot and cold foods items provided by an outside vendor prior were not taken prior to food service. In accordance with 3-501.15 time/temperature control for safety food, hot and cold holding must be maintained prior to service students' food. These temperatures must also be recorded and maintained at the SFA.
 - The district did not have a Certified Food Protection Manager available on site. In accordance with 2-102.11(A), at least one employee that has supervisory and management responsibility shall be a certified food protection manager who has shown proficiency of required information through passing a test that is part of an Accredited Program.
- 3) The district was unable to provide documentation of on-site monitoring for breakfast and lunch for the 2023-2024 or 2024-2025 school year. In accordance with 7 CFR 210.8(a)(1), every school year, each school food authority with more than one school shall perform no less than one on-site review of the counting and claiming system and the readily observable general areas of review cited under 7 CFR 210.18(h), as prescribed by FNS for each school under its jurisdiction. The on-site review shall take place prior to February 1 of each school year.