

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Corning School District

Date of Administrative Review (Entrance Conference Date): January 29, 2024

Date review results were provided to the School Food Authority (Exit Conference Date): February 2, 2024

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		Technical Assistance	Corrective Action
☐	☐	Certification and Benefit Issuance	☐	☐
☒	☐	Verification	☒	☒
☐	☒	Meal Counting and Claiming	☐	☐
☐	☒	Charge Policy and Unpaid Meal Procedures	☐	☐

Findings:

- 1) Upon review of verification documentation from the 2023-2024 school year the following errors were discovered.
 - a. The School Food Authorities (SFA) completed standard sampling, therefore the number of applications selected for verification should have been 3% of all approved applications on file, in accordance with 7 CFR 245.6a(c)(3)(i). The SFA should have selected and verified eight (8) applications. The SFA selected eight (8) applications, however, only seven (7) were verified.
 - b. On one (1) verified application two errors were discovered.
 - c. A bank statement was accepted as income documentation. Additionally, a 2021-2022 Social Security Statement was accepted as income documentation; net income was used instead of the gross income. In accordance with 7 CFR 245.6a(f)(2), the documentation must indicate the source, amount, frequency, date, name of recipient, and be reflective of current gross income from any point between one (1) month prior to the free and reduced meal application turned in and the time the household is requested to provide the income documentation.
 - d. Due the incorrect income used on the Social Security Statement, the application was verified incorrectly. The application was verified as "free" but should have been verified as "reduced" based off income provided by the household. In accordance with 7 CFR 245.6a(f)(7), "based on the verification activities, the local educational agency shall make appropriate modifications to the eligibility determinations made initially."

B. Meal Patterns and Nutritional Quality

YES	NO		Technical Assistance	Corrective Action
☒	☐	Meal Components and Quantities	☒	☒
☐	☒	Offer versus Serve	☐	☐
☐	☒	Dietary Specifications and Nutrient Analysis	☐	☐

Findings:

- 1) Upon review of menu documentation and production records for the week of review, December 4-8, 2023, at Park Elementary for lunch, meal pattern errors were discovered.
 - a. No bean or peas (legumes) were planned or served during the week of December 4-8, 2023. According to 7 CFR 210.10(c) a total of 1/2 cup of bean and peas (legumes) vegetable subgroup is required weekly when serving the K-5 grade meal pattern.

- b. Preschool production records noted that preschool received juice for breakfast and lunch on Monday, December 4, 2023. According to 7 CFR 210.10(p)(2), "pasteurized full-strength juice may only be used to meet the vegetable or fruit requirement at one meal, including snack, per day."

C. General Program Areas

YES	NO		Technical Assistance	Corrective Action
☐	☒	Resource Management	☐	☐
☐	☒	Civil Rights	☐	☐
☐	☒	SFA On-Site Monitoring	☐	☐
☐	☒	Local School Wellness Policy	☐	☐
☐	☒	Smart Snacks in Schools	☐	☐
☐	☒	Professional Standards	☐	☐
☐	☒	Water	☐	☐
☐	☒	Food Safety, Storage, and Buy American	☐	☐
☐	☒	Reporting and Record Keeping	☐	☐
☐	☒	School Breakfast Program and Summer Meals Outreach	☐	☐
☐	☐	After School Snack	☐	☐
☐	☐	Seamless Summer	☐	☐
☐	☒	Fresh Fruit and vegetable Program	☐	☐
☐	☐	Other:	☐	☐