

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Hoxie School District

Date of Administrative Review (Entrance Conference Date): 2/12/2025

Date review results were provided to the School Food Authority (Exit Conference Date): 2/13/2025

General Program Participation

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

Review Findings

- 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	☐	☐
B. Meal Patterns and Nutritional Quality				
YES	NO		Technical Assistance	Corrective Action
☐	☒	Meal Components and Quantities	☐	☐
☐	☒	Offer versus Serve	☐	☐
☐	☒	Dietary Specifications and Nutrient Analysis	☐	☐
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:	☐	☐
1. Finding (Module 5: Wellness): Upon review of the Wellness documentation, the following was discovered:				

- a. The review of the menus and the recommendations to the CND had not been documented. In accordance with A.C.A. § 6-20-709, each school district is required to provide the district's Wellness Committee with menus and details of other foods sold in the school cafeteria for review on a quarterly basis. The committee must then provide recommendations to the CND regarding the menus and other foods sold in the cafeteria.
- b. The triennial assessment was not completed. As per 7 CFR 210.31(e)(2), schools are required to assess compliance with the local school wellness policy at least once every three years and make the assessment results available to the public.

2. Finding (Module 7: Professional Standards): Bi-annual time certifications were not completed and maintained on file at the SFA. In accordance with 2 CFR 200.430(g)(1)(iii), Charges to Federal awards for salaries and wages must be based on records that accurately reflect the work performed. These records must reasonably reflect the total activity for which the employee is compensated by the recipient or subrecipient, not exceeding 100% of compensated activities.

3. Finding (Module 8: General): On-site monitoring was not performed prior to February 1st for lunch or breakfast. 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 § 210.18(h), as prescribed by FNS for each school under its jurisdiction. The on-site review shall take place prior to February 1st of each school year.