

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Huntsville School District

Date of Administrative Review (Entrance Conference Date): December 12, 2023

Date review results were provided to the School Food Authority (Exit Conference Date): December 13, 2023

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) Four (4) applications were determined free but the applications did not include household size, household members, or income. 2) Two (2) applications were determined free but did not have the last four digits of the adult's social security number or identification that the adult does not have a social security number. 3) It was not possible to determine if verification was completed. A complete year of verification documents from the 2022/23 or 2023/24 were not provided for the 2022/23 or 2023/24 school year.				
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) For the week of menu review, the 3-5 and 9-12 lunch menus did not meet the whole grain-rich requirements. At least 80% of the grains offered weekly must be whole grain-rich to meet requirements. 2) For the week of menu review, the 3-5 and 9-12 lunch menus did not meet the minimum weekly requirement for the beans/legumes vegetable subgroup. The ½ cup weekly bean/legumes vegetable subgroup requirement was not met for grades 3-5 and 9-12. There were no beans/legumes offered this week.				
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:	☐	☐
Findings:				
1) The SFA did not publish a Public Release for the 2023-24 School Year.				