

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Maynard School District

Date of Administrative Review (Entrance Conference Date): 2/25/2025

Date review results were provided to the School Food Authority (Exit Conference Date): 2/26/2025

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 documents, it was discovered that the triennial assessment had not been completed. In accordance with 7 CFR 210.31(e)(2), at least once				

every three years, assess schools' compliance with the local school wellness policy, and make assessment results available to the public. The assessment must measure the implementation of the local school wellness policy and include: The extent to which schools under the jurisdiction of the local educational agency are in compliance with the local school wellness policy; The extent to which the local educational agency's local school wellness policy compares to model local school wellness policies; and a description of the progress made in attaining the goals of the local school wellness policy.

2. **Finding (Module 6 – Food Safety):** Upon review of the facility, storage violations were observed in the outside freezer. The School Food Authority (SFA) had food that was not stored six (6) inches off the floor. Per Arkansas Food Code regulation 3-305.10(iii), the SFA is required to ensure that the necessary facilities for storage, preparation and service of food are maintained. Facilities for the handling, storage, and distribution of purchased and donated foods shall be such as to properly safeguard against theft, spoilage and other loss.
3. **Finding (Module 7 – Professional Development):** Upon review of the bi-annual time certifications it was found that the 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 percent of compensated activities.
4. **Finding (Module 11 – Food Service Management Company):** Upon review of January 2025 School Eats invoice, it was found that adult meals were charged by meal instead of by meal equivalents as outlined in the approved School Eats contract, page 12. In accordance with 2 CFR 200.318(b), SFAs must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts.