

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Monticello

Date of Administrative Review (Entrance Conference Date): 1/15/2025

Date review results were provided to the School Food Authority (Exit Conference Date): 1/17/2025

High Risk Follow-up Required: ☐ Yes ☒ No

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
☐	☒	Module 1: Eligibility: Certification and Benefit Issuance	☐	☐
☒	☐	Module 2: Verification	☒	☒
☐	☒	Module 3: Meal Counting and Claiming	☐	☐
Findings: 1) Upon review of Verification conducted in school year 2024-2025, the following errors were noted: - It was discovered that one (1) household's information was incorrectly verified. The household was originally determined as free based on net income but should have been reduced based on gross income. According to 7 CFR 245.6a(f)(7), the local educational agency must make appropriate modifications to the eligibility determinations. - The School Food Authority (SFA) applied for and received state agency approval to perform Verification using the Alternate II method and pulled the correct number of applications, but did not pull an application providing a case number showing participation in an eligible program, as per 2 CFR 245.6(4)(ii)(c)(2).				
B. Meal Patterns and Nutritional Quality				
YES	NO		Technical Assistance	Corrective Action
☒	☐	Module 4: Meal Components and Quantities	☒	☒
Findings: 1) Upon review of production records for breakfast meal service at Monticello Elementary School, it was noted that students were only offered half a cup of juice at breakfast during the week of review. According to 7 CFR 220.8(a)(i), students must be offered a full cup of fruit at breakfast, half of which can be juice. 2) Upon observation of breakfast and lunch meal service at Monticello Elementary School, it was noted that preschool students were served juice at both breakfast and lunch. According to 7 CFR 226.20(a)(30)(i), fruit or vegetable juice may only be served at one meal, including snack, per day.				
C. General Program Areas				
YES	NO		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	☐	☐