

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Mountainburg

Date of Administrative Review (Entrance Conference Date): 11/13/2024

Date review results were provided to the School Food Authority (Exit Conference Date): 11/14/2024

High Risk Follow-up Required: ☒ Yes ☐ No

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
☐	☒	Module 1: Eligibility: Certification and Benefit Issuance	☐	☐
☐	☒	Module 2: Verification	☐	☐
☒	☐	Module 3: Meal Counting and Claiming	☒	☒

B. Finding 1: Upon review of meal counting and claiming procedures it was discovered that the district was incorrectly consolidating lunch counts. Meal counts were taken in the classroom during breakfast meal service. In accordance with 7 CFR 210.7 (c)(1)(iii) the claim for reimbursement must accurately reflect the number of lunches taken daily at the point of service.

C. Meal Patterns and Nutritional Quality

YES	NO		Technical Assistance	Corrective Action
☒	☐	Module 4: Meal Components and Quantities	☒	☒

Finding 2: Upon review of Elementary production records for the week of review the following errors were discovered:

- a. At lunch on 4 out of the 5 days only ½ cup of vegetables were offered to students in grades K-5. In accordance with 7 CFR 210.10(c), a minimum of ¾ cup of vegetable must be offered daily for grades K-5.
- b. At lunch only 2 ¾ cup of vegetables were offered to students in grades K-5 over the course of the week. In accordance with 7 CFR 210.10 (c), a minimum of 3 ¾ cup of vegetables must be offered weekly for grades K-5.

- c. At lunch only ½ cup of vegetables were offered from the red orange subgroup. In accordance with 7 CFR 210.10(c), a minimum of ¾ cup of vegetables must come from the Red/Orange subgroup weekly for grades K-5.
- d. Breakfast and lunch production records were missing servings prepared and therefore did not show how meal requirements were being met. In accordance with 7CFR 220.8 (a)(3) and 7CFR 210.10 (a)(3), school food authorities must keep production and menu records for the meals they produce. These records must show how the meals offered contribute to the required meal components and food quantities for each age/grade group every day.
- e. Breakfast and lunch production records listed inaccurate meal contributions. In accordance with 7CFR 220.8 (a)(3) and 7CFR 210.10 (a)(3), school food authorities must keep production and menu records for the meals they produce. These records must show how the meals offered contribute to the required meal components and food quantities for each age/grade group every day.

Finding 3: Upon review of breakfast meal service on the day of review, all meal components were offered in required minimum quantities, but the cafeteria staff were restricting students to only taking 3 items. In accordance with 7 CFR 220.8(e) under offer versus serve, students are allowed to decline one of the four food items, provided that students select at least 1/2 cup of the fruit component for a reimbursable meal. While students are allowed to decline items, they must be allowed to take all offered items if they choose.

D. 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	☐	☐

Finding 4: Upon review of wellness documentation, it could not be determined if menus were reviewed quarterly in the 23-24 school year. According to A.C.A. § 6-20-709, menus must be reviewed and provided to the school nutrition and physical activity advisory committee on a quarterly basis. In addition, 7 CFR 210.31(f) states that districts must retain records showing compliance with wellness requirements.

Finding 5: Upon request for time certification documentation, it was discovered that the district had not completed this documentation for child nutrition employees. In accordance with 2 CFR 200.430, employees who are paid with federal funds must document time and effort within the federal program.