

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Perryville School District

Date of Administrative Review (Entrance Conference Date): February 13, 2024

Date review results were provided to the School Food Authority (Exit Conference Date): 2/20/2024

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	☐	☐

Findings:

- Upon review of eligibility documentation for two hundred forty-nine (249) students, it was discovered that one (1) application was processed incorrectly. It was processed as free, when it should have been processed as reduced. Per Federal Regulation, 7 CFR 245.6(c)(4), all income listed on the application must be taken into account when calculating the total household income.
- Upon review of verification documentation, it was found that inaccurate documents were accepted during verification. One (1) household provided tax documents from the year 2022. Two (2) households provided documents where the gross pay amount was unclear. Per Federal Regulation, 7 CFR 245.6a(f)(2), the documentation must indicate the source, amount, frequency, date, name of recipient, and be reflective of current gross income.

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:

- Upon review of production records for the week of January 23-26, 2024, the following errors were discovered:
 - The whole grain rich requirement was not met. At breakfast, only 7.5 ounces equivalent (oz eq) of the 10.75 oz eq grains offered were whole grain-rich, which makes the weekly breakfast percentage 69.80%. Per federal regulation, 7 CFR 220.8(c)(2)(iv)(A), at least 80% of grains offered weekly must meet the whole grain-rich criteria.
 - For lunch, on January 24th, 1.25 oz/eq of grain was served to the High School and on January 26th, 1.5 oz/eq of grains was served to the High School. For a weekly total of 7.75oz/eq grains being offered to High School. In accordance with 7 CFR 210.10(c), grades 9-12, must be offered 2oz/eq of grain each day and a total of 10-12oz/eq grain per 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) Upon review of the Afterschool Snack Program, it was found that the counts for the review month were obtained incorrectly. The snack counts were based off enrollment, instead of at the point of service (POS). Per federal regulation, 7 CFR 210.18(g)(1)(ii)(B), each type of food service line provides accurate point of service meal counts, by type, and those meal counts are correctly counted and recorded. It was also found that the claimed snack amount on the January Child Nutrition Claim for reimbursement did not match up to the edit checks for that month.