

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Piggott School District

Date of Administrative Review (Entrance Conference Date): January 23, 2024

Date review results were provided to the School Food Authority (Exit Conference Date): February 9, 2024

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) Upon review of eligibility documents for school year 2023-2024, errors were found.
 - a. Two (2) students were not given the correct status after application determination when put into the point of sale system (POS). This resulted in two (2) status changes from free to reduced. In accordance with 7 CFR 210.7(c)(1)(ii)(A), the benefits system must accurately reflect eligibility status.
 - b. One (1) student did not have the last four of the social security number (SSN) on an approved reduced application. In accordance with 7 CFR 245.6 (a)(6), applications must have the last four digits of the adult's SSN or if the adult does not have a SSN, that must be indicated.
 - c. One (1) application was found to be lost. The determination had been put into the POS system as approved free, but did not have documentation of eligibility. In accordance with 7 CFR 245.6(a), the school food authority (SFA) must have free and reduced applications for those who qualify, filled out with the required information of income received by each household member, source and frequency of income, all household members, the last four digits of the adult's SSN or if the adult does not have a SSN, that must be indicated, and adult member's signature. Arkansas Regulation, A.C.A. § 6-20-704, states "these accounts and records shall at all times be available for inspection and audit by authorized officials and shall be preserved for such period of time, not in excess of five (5) years, as the state board may lawfully prescribe".

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) Upon review of High School production records for December 4-8, 2023 and January 24, 2024 errors were found.
 - a. On December 7 and 8, 2023 and the day of review, January 24, 2024, only one (1) oz eq of grain was served with at least one entrée option. According to 7 CFR 210.10(c), 2 oz eq grains must be served at lunch daily for grades nine through twelve.
 - b. On December 4-8, 2023, zero (0) whole grains were offered for the salad line wrap option for the week. According to 7 CFR 210.10(c), at least 80% of grains offered weekly must meet the whole

grain-rich criteria as specified in 7 CFR 210.10(c)(2)(iv)(B), and the remaining grain items offered must be enriched.

- c. On December 4-8, 2023, the hot line breakfast option, 7.5 oz eq grains were served for the week with 3.25 oz eq being whole grain rich. Therefore, the weekly whole grain rich percentage was 43.33%. According to 7 CFR 220.8(c), at least 80% of grains offered weekly must meet the whole grain-rich criteria as specified in 7 CFR 220.8(c)(2)(iv)(A), and the remaining grain items offered must be enriched.
- d. On December 8, 2023, the hot line option at breakfast, 0.25 oz eq grain was served. According to 7 CFR 220.8(c), at least 1 oz eq is required daily for grades nine through twelve.

A repeat of the following violations were noted in the AR. During the Seamless Summer Review (SSO) completed August 21, 2023, it was noted that only a breakfast bar was offering missing 0.75 oz eq of grain for breakfast on June 28, 2023, at Piggott Elementary School. It was noted breakfast did not meet the whole grain requirement for the week of June 26-30, 2023, whole grain rich percentage was 65.71%. It was also noted lunch did not meet the whole grain requirement for the week of June 26-30, 2023, whole grain rich percentage was 68.09%. Meal Pattern training for breakfast and lunch was completed at the time of review by the CND. In accordance with 7 CFR 210.18(l)(2)(ii), for repeated violations involving milk type, the state agency must apply fiscal action in the future. If this is observed in the future fiscal action will occur.

- 2) Upon review of supporting documentation for lunch the week of December 4-8, 2023 and January 24, 2024, three (3) recipes were used that were not standardized or updated with varieties of proteins used. The recipes did not contain enough information to obtain correct crediting. The recipes found are listed below.
 - a. Mohawk Special/Burrito – December 7 and 8, 2023
 - b. Turkey and Cheese Wrap – December 6, 7, and 8, 2023
 - c. Chef Salad (Varieties: turkey, spicy chicken, crispy chicken, fajita chicken, ham, pepperoni) – Served December 8, 2023 and January 24, 2024

According to 7 CFR 210.10(c)(5), "All schools must develop and follow standardized recipes. A standardized recipe is a recipe that was tested to provide an established yield and quantity using the same ingredients for both measurement and preparation methods."

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 Wellness documentation, the following were found.
 - a. Quarterly Wellness Committee meetings did not occur, and menus have not yet been reviewed for the current 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.
 - b. The district was unable to provide documentation of Triennial Assessment. According to 7 CFR 210.31(f) district must retain records showing compliance with wellness requirements including Triennial Assessment, updates to local wellness policy, and demonstrating policy, assessments, and goals are made available to the public.