

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Smackover-Norphlet School District

Date of Administrative Review (Entrance Conference Date): 12/4/2023

Date review results were provided to the School Food Authority (Exit Conference Date): 12/6/2023

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) Of the 279 eligibility source documents reviewed, four (4) errors were discovered:
 - a. One (1) application was incorrectly processed and coded as reduced when it should have been coded as paid.
 - b. One (1) application was incorrectly processed and coded as reduced price when it should have been coded as free.
 - c. Two (2) students who were coded as 01 (free) should have been coded as 04 (directly certified) due to extension of benefits.
- 2) Upon review of 2023-2024 verification documents, it was found that the incorrect number of applications was verified. Based on a standard sample size or 3% of 262 reported on the FNS-742 Verification Results Form, 8 applications were required to be verified. However, verification was completed on 17 applications.

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)

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)