

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Spring Hill School District

Date of Administrative Review (Entrance Conference Date): December 4, 2024

Date review results were provided to the School Food Authority (Exit Conference Date): December 5, 2024

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:

- Upon review of 211 student eligibility documents one household application was determined as reduced and should have been free based on income. The household initially listed their hourly rate of pay and additional information was collected from the household to determine their eligibility status. In accordance with 7 CFR 245.6(c)(4) The local educational agency must use the income information provided by the household on the application to calculate the household's total current income.
- Upon review of verification documentation, it was discovered that households whose benefits decreased as a result of verification were given more than 10 days notice before the change in benefits were made. In accordance with 7 CFR 245.6a(j) Ten days advance notification shall be provided to households that are to receive a reduction or termination of benefits, prior to the actual reduction or termination. The first day of the 10-day advance notice period shall be the day the notice is sent.

B. Meal Patterns and Nutritional Quality

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

Findings:

- Upon review of breakfast and lunch production records for the week of October 7-11, 2024, it was found that some products had inaccurate or incomplete crediting information. In accordance with 7 CFR 210.10(a)(3) Schools or school food authorities, as applicable, 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.

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	☐	☐

Findings:

4. On the day of review a vending machine was accessible during meal service and contained carbonated beverages to students in grades 7-8. In accordance with 7 CFR 210.11(l)(2) allowable beverages for middle school-aged students are limited to Plain water or plain carbonated water (no size limit); milk and fluid milk substitutes (no more than 12 fluid ounces); and one hundred percent fruit/vegetable juice, and 100 percent fruit/vegetable juice diluted with water, with or without carbonation and with no added sweeteners (no more than 12 fluid ounces). In accordance with the Division of Elementary and Secondary Education rules governing nutrition and physical activity standards and body mass index for age assessment protocols in Arkansas public schools, 8.01.3 During the school day, all schools may sell or provide competitive food or beverages to students anywhere on school premises thirty (30) minutes after the last lunch period has ended as long as those food and beverage items meet the Smart Snacks requirements.