

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Kirby Public Schools

Date of Administrative Review (Entrance Conference Date): December 13, 2023

Date review results were provided to the School Food Authority (Exit Conference Date): December 13, 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)				
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) For the week of menu review, the grades 9-12 lunch menu did not meet the minimum daily requirements for grain.				
2) For the week of menu review, the 9-12 lunch menu did not meet the minimum weekly requirements for grain.				
3) On the day of review, the SFA provided milk substitutions during lunch service that were not allowable.				
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)				