

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Community Solutions, Inc.

Date of Administrative Review: April 16 and April 18, 2018

Date review results were provided to the School Food Authority: April 19, 2018

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
- Special Milk Program
- Seamless Summer Option

2. Does the School Food Authority operate under any Special Provisions? (Select all that apply)

- Community Eligibility Provision
- Special Provision 1
- Special Provision 2
- Special Provision 3

Review Findings

3. Were any findings identified during the review of this School Food Authority?
 Yes No

If yes, please indicate the areas and what issues were identified in the table below.

YES	NO	REVIEW FINDINGS		
X	<input type="checkbox"/>	A. Program Access and Reimbursement		
		YES	NO	
		<input type="checkbox"/>	X	Certification and Benefit Issuance
		<input type="checkbox"/>	X	Verification

		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Meal Counting and Claiming
		Finding(s) Details: 1) Meals/snacks are not always counted at the point of service. 2)		
X	<input type="checkbox"/>	B. Meal Patterns and Nutritional Quality		
		YES	NO	
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Meal Components and Quantities
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Offer versus Serve
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dietary Specifications and Nutrient Analysis
		Finding(s) Details: 1) Meals offered sometimes contained insufficient quantities of required components. 2) Students did not always take two different components for snack. 3) Fluid milk was not offered in at least two varieties. Flavored milk was not fat free. 4) Staff was not adequately trained on offer vs. serve.		
X	<input type="checkbox"/>	C. School Nutrition Environment		
		YES	NO	
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Food Safety
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Local School Wellness Policy
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Competitive Foods
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Other
		Finding(s) Details: 1) The SFA does not have a Wellness Policy.		
X	<input type="checkbox"/>	D. Civil Rights		
		Finding(s) Details: 1) Documentation to support annual civil rights training for all staff was not maintained. 2) The SFA did not have a civil rights complaint procedure.		