

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: San Miguel School

Date of Administrative Review: November 29, 2018

Date review results were provided to the School Food Authority: December 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	
		X	<input type="checkbox"/>	Certification and Benefit Issuance
		X	<input type="checkbox"/>	Verification

		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Meal Counting and Claiming
		Finding(s) Details: 1) One error transferring eligibility status to the benefit issuance document. 2) Verification was not completed by the deadline, and was not completed accurately. 3) Counts were not always transferred accurately from the point of service meal count sheet to the claim for reimbursement.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	B. Meal Patterns and Nutritional Quality		
		YES	NO	
		<input type="checkbox"/>	<input type="checkbox"/>	Meal Components and Quantities
		<input type="checkbox"/>	<input type="checkbox"/>	Offer versus Serve
		<input type="checkbox"/>	<input type="checkbox"/>	Dietary Specifications and Nutrient Analysis
<input checked="" type="checkbox"/>	<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 checked="" type="checkbox"/>	<input type="checkbox"/>	Other: Professional Standards
		Finding(s) Details: 1) Local School Wellness Policy has not been established. 2) Professional Standards are not being tracked.		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	D. Civil Rights		
		Finding(s) Details: 1) No documentation of annual civil rights training.		