



STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

Section 207 of the HHFKA amended section 22 of the NSLA (42 U.S.C. 1769c) to require State Agencies (SA) to report the results of the administrative review to the public in an accessible, easily understood manner in accordance with guidelines promulgated by the Secretary. Regulations at 7 CFR 210.18(m) requires the SA to post a summary of the most recent final administrative review results for each School Food Authority (SFA) on the SA publicly available website no later than 30 days after the SA provides the results of the administrative review to the SFA. The SA must also make a copy of the final administrative review report available to the public upon request.

School Food Authority Name: Scranton School District

School Agreement Number: 119-35-740-2

Date of Administrative Review (Entrance Conference Date): 1/9/2018

Date review results were provided to the School Food Authority (SFA): 1/11/2018

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
4. Is there fiscal action associated with findings identified during the review of this School Food Authority?
 - ☒ Yes
 - ☐ No

REVIEW FINDINGS		
A. Program Access and Reimbursement		
YES	NO	
☐	☒	Certification and Benefit Issuance – Validation of the SFA certification of students' eligibility for free or reduced-price meals
Finding Detail:		
☐	☒	Verification – Validation of the process used by the SFA to confirm selected students' eligibility for free and reduced-price meals
Finding Detail:		
☐	☒	Meal Counting and Claiming – Validation of the SFA meal counting and claiming system that accurately counts, records, consolidates, and reports the number of reimbursable meals claimed, by category
Finding Detail:		
B. Meal Patterns and Nutritional Quality		
YES	NO	
☒	☐	Meal Components and Quantities – Validation that meals claimed for reimbursement contain the required meal components (also referred to as food components) and quantities
Finding Detail: One lunch served on the day of observation, at Scranton High School, was counted and claimed as a reimbursable meal when it only had 2 components.		
☐	☒	Offer versus Serve (provision that allows students to decline some of the food components offered) – Validation of SFA compliance with OVS requirements if applicable
Finding Detail:		
☐	☒	Dietary Specifications and Nutrient Analysis – Validation that meals offered to children through the school meal programs are consistent with federal standards for calories, saturated fat, sodium, and <i>trans</i> fat
Finding Detail:		
C. School Nutrition Environment		
YES	NO	
☐	☒	Food Safety – Validation that all selected schools meet the food safety and storage requirements, and comply with the Buy American provisions specified by regulation
Finding Detail:		
☐	☒	Local School Wellness Policy – Review of the SFA's established Local School Wellness Policy
Finding Detail:		
☐	☒	Competitive Foods – Validation of the SFA compliance with regulations for all food and beverages to students outside of the reimbursable meal
Finding Detail:		

☐	☒	Professional Standards – Validation of SFA compliance with required hiring standards and annual training requirements
Finding Detail:		

D. Civil Rights		
YES	NO	
☐	☒	Civil Rights – Validation of SFA compliance with civil rights requirements as applicable to the Child Nutrition Programs
Finding Detail:		

E. Resource Management		
YES	NO	
☐	☒	Resource Management – Validation of SFA compliance with overall financial health of the school food service account
Finding Detail:		

☐	☐	Other
Finding Detail:		

COMMENDATIONS	
F. Recognition of Accomplishment	
<ol style="list-style-type: none"> 1. Breakfast and lunch menus met the nutrient and component requirements for the test week and the day of review. 2. All staff was very organized and available to answer questions. 3. Information was available upon request. 	