STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: St. Patrick Academy

Date of Administrative Review: 1/29/19

Date review results were provided to the School Food Authority: 1/30/19

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.

<table>
<thead>
<tr>
<th>YES</th>
<th>NO</th>
<th>REVIEW FINDINGS</th>
</tr>
</thead>
<tbody>
<tr>
<td>✔</td>
<td>☐</td>
<td>A. Program Access and Reimbursement</td>
</tr>
<tr>
<td></td>
<td></td>
<td>YES NO</td>
</tr>
<tr>
<td>✔</td>
<td>☐</td>
<td>Certification and Benefit Issuance</td>
</tr>
<tr>
<td>✔</td>
<td>☐</td>
<td>Verification</td>
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</tbody>
</table>
### Meal Counting and Claiming

**Finding(s) Details:**
1. Households were not notified of eligibility determinations.
2. Meals are not counted at the point of service and are not combined and recorded correctly for claiming purposes.
3. Households were not notified timely during verification process.

### B. Meal Patterns and Nutritional Quality

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<th>YES</th>
<th>NO</th>
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</table>

**Meal Components and Quantities**

**Offer versus Serve**

**Dietary Specifications and Nutrient Analysis**

1. Signage indicating composition of reimbursable meal was not posted.
2. Signage describing OVS was not posted.

### C. School Nutrition Environment

<table>
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<tr>
<th>YES</th>
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**Food Safety**

**Local School Wellness Policy**

**Competitive Foods**

**Other**

**Finding(s) Details:**
1. The most recent health inspection was not posted in a publicly visible place.
2. Local Wellness Policy requirements have not been met.

### D. Civil Rights

**Finding(s) Details:**
1. Nutrition program staff involved in the administration of the program have not received the required annual civil rights training.
2. The USDA Non-Discrimination Statement was not included on all program materials.