

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Beacon Charter School

Date of Administrative Review: May 9, 2017

Date review results were provided to the School Food Authority: May 10, 2017

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: <ol style="list-style-type: none"> 1) The SFA is not notifying students eligible for meal benefits through direct certification of their eligibility status. Additionally, the letter used to notify families of adverse action as part of the verification process does not include all FNS required components. Lastly, families receiving an increase in benefits as part of the verification process are not notified. 2) Two students were determined to be eligible for free meals but should have been determined to be eligible for reduced-price meals. The process for the transfer of meal benefit eligibility from a previous SFA for students entering the district mid-year is not consistent with FNS requirements. 3) The SFA accepted outdated income documentation as part of the verification process, resulting in an incorrect determination. Additionally, a confirmation review is not being conducted and documented as part of the verification process. 4) Paper rosters used to record breakfast and lunch counts at Founders Academy are not being retained for the required 3 years plus the current year. 		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	B. Meal Patterns and Nutritional Quality		
		YES	NO	
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Meal Components and Quantities
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Offer versus Serve
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dietary Specifications and Nutrient Analysis
		Finding(s) Details: <ol style="list-style-type: none"> 1) The minimum weekly requirements of meal food items were not met for the review week. 2) It was difficult to verify compliance with vegetable sub-group requirements based on the documentation provided. 3) There is not a standard process in place for ordering field trip lunches to ensure meal pattern compliance. 4) Fruits and vegetables are being served in pre-portioned serving sizes that are less than the daily minimum serving size. 		
<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 type="checkbox"/>	<input checked="" type="checkbox"/>	Other
		Finding(s) Details: 1) There is not a formal process in place to evaluate the school wellness policy on a regular basis with the input from various stakeholders. Additionally, the policy is not being actively communicated or shared with stakeholders. The current wellness policy contains outdated references.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	D. Civil Rights		