

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Blackstone Academy Charter

Date of Administrative Review: March 22, 2017

Date review results were provided to the School Food Authority: March 29, 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) There were 6 applications certified to qualify for free or reduced price meals that were missing the required information to make an eligibility determination. Additionally, there were 22 students certified for free meal benefits who did not have a meal benefit application or direct certification documentation on file. 2) The school does not have a valid process in place for extending and monitoring meal benefits for the 30 day grace period at the start of the school year. 3) The notification letter used for families that qualify for free meal benefits based on direct certification is not consistent with FNS requirements. 4) The process used to select meal benefit applications for verification was not sufficient. Additionally, the information provided for one family as part of the verification process was reviewed inaccurately, resulting in an incorrect determination. Finally, one family determined to be eligible for a lower level of benefits based on verification was never updated on the benefit issuance roster. 5) The current meal counting system is inadequate to ensure that all students counted are receiving a complete, reimbursable meal. 		
<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) Only one variety of fluid milk is being offered at breakfast and lunch service. 2) Based on the documentation provided at the time of review, which combined food production efforts for this LEA with that of another LEA, it was difficult to establish whether the minimum quantity of food components was being offered on a daily basis. 		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	C. School Nutrition Environment		
		YES	NO	
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Food Safety
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Local School Wellness Policy
		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Competitive Foods

		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Other
		Finding(s) Details: 1) Certain food items found in the vending machine at the time of review did not meet the USDA Smart Snacks and RINR competitive foods requirements.		
x	<input type="checkbox"/>	D. Civil Rights		
		Finding(s) Details: 1) Civil rights training specific to the school nutrition program was not conducted and documented for district staff involved with the National School Lunch Program.		