

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: Lifespan Schools Solutions, Inc.

Date of Administrative Review: May 31, 2017

Date review results were provided to the School Food Authority: June 5, 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
		<input type="checkbox"/>	x	Verification

		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Meal Counting and Claiming
		Finding(s) Details: 1) Five students were listed on the eligibility roster as eligible for free meals during the review month but there was no documentation on file to support the status. 2) The current benefit issuance system does not accurately extend benefits based on the date that eligibility documentation is received. 3) Families certified for free meal benefits via the direct certification process are not currently being notified of their eligibility determinations. 4) The Portsmouth location failed to correctly consolidate and report lunch counts on the claim for reimbursement in the review month.		
<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: 1) The current menu planning approach used by the SFA does not take into account the needs of the mixed age/grade groups in attendance. 2) The minimum weekly requirements of meal food items were not met for meals served at the Bradley School South location.		
<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" type="checkbox"/>	Competitive Foods
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Other
<input type="checkbox"/>	<input checked="" type="checkbox"/>	D. Civil Rights		