

## STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

**School Food Authority Name:** Johnston Public Schools

**Date of Administrative Review:** February 14, 2017

**Date review results were provided to the School Food Authority:** February 20, 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"/>	<b>A. Program Access and Reimbursement</b>		
		<b>YES</b>	<b>NO</b>	
		x	<input type="checkbox"/>	Certification and Benefit Issuance
		x	<input type="checkbox"/>	Verification
		<input type="checkbox"/>	x	Meal Counting and Claiming

		<b>Finding(s) Details:</b> 1) The district is not currently notifying families who are certified for free meal benefits through the electronic direct certification list of their eligibility status. Additionally, other program communication letters to families are out of date. 2) Five students were determined to be free based on household income but should have been determined to be eligible for reduced price meals. 3) The district inaccurately reviewed the information submitted by one participant household during the verification process.	
x	<input type="checkbox"/>	<b>B. Meal Patterns and Nutritional Quality</b>	
		<b>YES</b>	<b>NO</b>
		x	<input type="checkbox"/>
		<input type="checkbox"/>	x
		<input type="checkbox"/>	x
<b>Finding(s) Details:</b> 1) Food-based menu planning: the minimum weekly requirements of food items were not met. The review week at the high school was missing the required legume sub-group.			
x	<input type="checkbox"/>	<b>C. School Nutrition Environment</b>	
		<b>YES</b>	<b>NO</b>
		<input type="checkbox"/>	x
		x	<input type="checkbox"/>
		x	<input type="checkbox"/>
		x	<input type="checkbox"/>
<b>Finding(s) Details:</b> 1) The district has not updated its wellness policy since 2014; language in the current policy is in some cases unclear and contradictory to current nutrition regulations regarding competitive foods in schools. Additionally, there is no formal process for publicizing information regarding the district's wellness policy and its implementation. 2) District staff are not receiving and tracking training hours as required by the Professional Standards rule outlined in the Healthy Hunger Free Kids Act. 3) Several items available for sale as 'a la carte' purchases and/or through the cafeteria vending machines did not meet the minimum nutrition standards under the USDA Smart Snacks rule and the Rhode Island Nutrition Requirements (RINR).			

x	<input type="checkbox"/>	<b>D. Civil Rights</b>
		Finding(s) Details: 1) Civil rights training was not conducted for district staff involved with the National School Lunch Program.