

## Administrative Review Summary

Section 207 of the HHKFA amended section 22 of the NSLA (42 U.S.C. 1769c) to require State agencies to report the final results of the Administrative Review to the public in an accessible, easily understood manner in accordance with guidelines promulgated by the Secretary. Regulations at 7 CFR 210.18(m) require the State agency to post a summary of the most recent final administrative review results for each SFA on the State agency's publicly available website. It is the policy of the Vermont State agency to provide each SFA with review findings at the exit conference.

School Food Authority Name: Slate Valley Unified Union School District

Self-operated

Vended

Food Service Management Company (FSMC) Contract

Date(s) of Administrative Review: 04/26/23

Date review summary was publicly posted: 01/30/24

### General Program Participation

1. What Child Nutrition Programs does the School Food Authority operate?

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? (*These provisions are an alternative to household applications for free and reduced-price meals in high poverty areas.*)

Community Eligibility Provision (CEP)

Special Provision 1

Special Provision 2

Special Provision 3

N/A

## Review Findings

3. Commendations: It is clear there is a positive food culture in the school. The food service staff was friendly and connect with students on a personal level which enhances the program. The overall atmosphere of the school was very positive. The SFA was very organized with the documentation that was requested during the administrative review process. It was a pleasure to work with everyone during this review.

Were any findings identified during the review of this SFA?  YES  NO

*If yes, indicate the areas and what issues were identified in the findings review below.*

### REVIEW FINDINGS

#### A. Meal Access and Reimbursement

- 1. Certification and Benefit Issuance** – Validation of the SFA certification of students' eligibility for free or reduced-price meals  
YES  NO
- 2. Verification** – Validation of the process used by the SFA to confirm selected students' eligibility for free and reduced-price meals  
YES  NO
- 3. Meal Counting and Claiming** – Validation of the SFA meal counting and claiming system that accurately counts, records, consolidates, and reports the number of reimbursable meals claimed by category  
YES  NO

#### B. Meal Pattern and Nutritional Quality

- 1. Meal Components and Quantities** – Validation that meals claimed for reimbursement contain the required meal components / food components and quantities  
YES  NO   
**Finding Detail:**
  - PreK students are not comingled and not following the CACFP meal pattern.
- 2. Offer versus Serve (OVS)** – Validation of SFA compliance with provision that allows students to decline some of the food components offered  
YES  NO

3. **Dietary Specifications and Nutrient Analysis** – Validation that meals offered to children through the school meal programs are consistent with federal standards  
YES  NO

### C. Resource Management

1. **Resource Management** – Validation that SFA ensures the overall financial health of the school food service including non-profit food service account, paid lunch equity, revenue from non-program foods, and indirect costs  
YES  NO

**Finding Detail:**

- An updated non-program revenue tool was not submitted for review.
- The SFA flagged for an in-depth review from non-program foods. The back-up documentation was not submitted.

### D. General Program Compliance

1. **Civil Rights** – Validation of SFA compliance with civil rights requirements as applicable to the Child Nutrition Programs  
YES  NO
2. **SFA On-site Monitoring** – Validation that each SFA with more than one school operating the NSLP performs required onsite reviews as specified by regulations  
YES  NO
3. **Local School Wellness Policy and School Meal Environment**– Documentation of compliance with the established Local School Wellness Policy  
YES  NO
4. **Smart Snacks in School** – Validation of the SFA compliance with regulations for all food and beverages to students outside of the reimbursable meal  
YES  NO
5. **Professional Standards** – Validation of the SFA compliance with required hiring standards and annual training requirements  
YES  NO

**Finding Detail:**

- There was no training documentation submitted for non-food service staff, such as teachers doing meal counts in the classroom.
6. **Water** – Documentation that children have access to water during the lunch and breakfast meal services  
YES  NO
  
  7. **Food Safety and Storage** – Validation that schools meet food safety and storage requirements  
YES  NO
  
  8. **Buy American** – Documentation that schools comply with Buy American provision and policy specified by regulation  
YES  NO
  
  9. **Reporting and Recordkeeping** – Evidence that reports are submitted and maintained with other program records as required  
YES  NO
  
  10. **School Breakfast Program and Summer Food Service Program Outreach** – Validation that SFA informs families of the availability of breakfasts offered under the School Breakfast Program and meals offered through the Summer Food Service Program (SFSP)  
YES  NO   
**Finding Detail:**
    - The documentation informing households about the Summer Food Service Program was not submitted for review.

**E. Other Federal Program Reviews**

1. **The NSLP Afterschool Snack Service** – Documentation that nutritionally-balanced snacks are served, appropriate educational or enrichment activities are provided and counting and claiming is accurate  
YES  NO  N/A
  
2. **Seamless Summer Option** – Evidence that the SFA adheres to the same meal service rules and claiming procedures used during the regular school year  
YES  NO  N/A

3. **Fresh Fruit and Vegetable Program** – Validation that participating schools increase children’s exposure to and consumption of a variety of fruits and vegetables and operate the program as prescribed

YES  NO  N/A

4. **Special Milk Program** – Documentation that the SFA is operating the program in compliance with regulatory requirements and in accordance with the State Agency approved agreement

YES  NO  N/A