

**DELAWARE DEPARTMENT OF EDUCATION  
STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY**

Section 207 of the HHFKA 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) requires 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 no later than 30 days after the SA provides the final results of the administrative review to the SFA. The SA must also make a copy of the final administrative review report available to the public upon request.

**School Food Authority Name:** Academy of Dover

**Date of Administrative Review (Entrance Conference Date):** 3/11/2020

**Date review results were provided to the School Food Authority:** 4/2/2020

**Date review summary was publicly posted:** June 11, 2020

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The review summary must cover access and reimbursement (including eligibility and certification review results), an SFA's compliance with the meal patterns and the nutritional quality of school meals, the results of the review of the school nutrition environment (including food safety, local school wellness policy, and competitive foods), compliance related to civil rights, and general program participation. At a minimum, this would include the written notification of review findings provided to the SFAs Superintendent or equivalent as required at 7 CFR 210.18(i)(3).

**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 on the following page.

YES	NO	REVIEW FINDINGS		
×	□	<b>A. Program Access and Reimbursement</b>		
		<b>YES</b>	<b>NO</b>	
		<input type="checkbox"/>	×	Certification and Benefit Issuance
		<input type="checkbox"/>	×	Verification
		×	<input type="checkbox"/>	Meal Counting and Claiming
Finding(s) Details: The SFA did not have the correct Identified Student Percentages for the Community Eligibility Provision. The SFA was not counting meals for reimbursement at the Point of Service (POS). Corrective action has been provided and accepted.				
×	□	<b>B. Meal Patterns and Nutritional Quality</b>		
		<b>YES</b>	<b>NO</b>	
		×	<input type="checkbox"/>	Meal Components and Quantities
		×	<input type="checkbox"/>	Offer versus Serve
		<input type="checkbox"/>	×	Dietary Specifications and Nutrient Analysis
Finding(s) Details: Some of the meals served at breakfast in the month of review were missing a fruit. The SFA does not implement Offer versus Serve (OVS) so students are required to be offered and to select a full cup of fruit at breakfast; students were only offered ½ cup of fruit. The SFA exceeded the 50% juice maximum during the week of review. For the month of review, the SFA did not meet the weekly minimum requirement for the red/orange vegetable subgroup on multiple occasions. Multiple days were short of the minimum daily vegetable requirement. The SFA did not meet the weekly minimum requirement for grains during the week of review. Not all meals served on the day of review contained all of the requirement meal components. The SFA did not have signage to identify to students what constitutes a reimbursable meal. Corrective action has been provided and accepted.				
×	□	<b>C. School Nutrition Environment</b>		
		<b>YES</b>	<b>NO</b>	
		×	<input type="checkbox"/>	Food Safety
		<input type="checkbox"/>	×	Local School Wellness Policy
		<input type="checkbox"/>	×	Competitive Foods
×	<input type="checkbox"/>	Other: Professional Standards, Buy American Provision		
Finding(s) Details: SA reviewers observed food safety violations including a box of foam trays stored on the floor and foodservice employees wearing jewelry, a wristwatch, and false or polished fingernails. Reviewers found agricultural products that were not of United States origin. Nutrition staff had not met the annual Professional Standards training requirement and did not have documentation to track training topics and hours for employees. Corrective action has been provided and accepted.				
×	□	<b>D. Civil Rights</b>		
Finding(s) Details: The USDA Nondiscrimination Statement being used by the SFA was incorrect. Foodservice employees did not complete the correct Civil Rights training. Corrective action has been provided and accepted.				