

**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: Charter School of New Castle

Date of Administrative Review (Entrance Conference Date): 2/11/2020

Date review results were provided to the School Food Authority: 2/21/2020

Date review summary was publicly posted: June 8, 2020

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		
×	□	A. Program Access and Reimbursement		
		YES	NO	
		<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. Corrective action has been provided and accepted.				
×	□	B. Meal Patterns and Nutritional Quality		
		YES	NO	
		×	<input type="checkbox"/>	Meal Components and Quantities
		×	<input type="checkbox"/>	Offer versus Serve
		<input type="checkbox"/>	×	Dietary Specifications and Nutrient Analysis
Finding(s) Details: The SFA did not meet the weekly minimum grain requirement at breakfast. At lunch during the review period, multiple days were short the daily vegetable requirement and multiple weeks were short the weekly vegetable requirement. The SFA did not meet vegetable subgroup requirements. The SFA did not have information available for students to identify items which constituted the reimbursable meal at breakfast or lunch. Some meals counted for reimbursement on the day of review at breakfast did not contain all of the required meal components. OVS was not implemented properly; some students were able to select non-reimbursable meals at breakfast, and at lunch some cashiers were requiring students to take certain items such as milk or all five components. Students were not able to decline the vegetable component. Corrective action has been provided and accepted.				
×	□	C. School Nutrition Environment		
		YES	NO	
		×	<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, Afterschool Snack Program		
Finding(s) Details: The Food Service Management Company's (FSMC) HACCP plan was not up-to-date. The SFA's HACCP plan was not available to all foodservice staff. Food safety violations were observed while reviewers were on-site. FSMC employees had not received any training for the current school year, and there was no documentation of training for the two SFA employees working within the SNP. The SFA did not conduct a review of the Afterschool Snack Program within the first four weeks of operation. The daily minimum quantity of grains was not met when popcorn was served for snack. Reviewers found agricultural products that were not of United States origin. Corrective action has been provided and accepted.				
×	□	D. Civil Rights		
Finding(s) Details: The USDA Nondiscrimination Statement being used by the SFA was incorrect. Corrective action has been provided and accepted.				