

**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:** First State Military Academy

**Date of Administrative Review (Entrance Conference Date):** 1/28/2020

**Date review results were provided to the School Food Authority:** 2/19/2020

**Date review summary was publicly posted:** March 10, 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>	
		×	□	Certification and Benefit Issuance
		×	□	Verification
		×	□	Meal Counting and Claiming
Finding(s) Details: The SFA did not update the benefit issuance document accurately and/or in a timely manner. A review of meal benefit documentation resulted in six errors. The SFA did not make updates to the eligibility status in the timeframe required when eligibility changed as a result of verification. Corrective action has been provided and accepted.				
×	□	<b>B. Meal Patterns and Nutritional Quality</b>		
		<b>YES</b>	<b>NO</b>	
		×	□	Meal Components and Quantities
		×	□	Offer versus Serve
		□	×	Dietary Specifications and Nutrient Analysis
Finding(s) Details: The SFA did not have information available for students to identify items which constituted the reimbursable meal at breakfast. Some meals counted for reimbursement on the day of review (at breakfast and lunch) did not contain all of the required meal components. Corrective action has been provided and accepted.				
×	□	<b>C. School Nutrition Environment</b>		
		<b>YES</b>	<b>NO</b>	
		□	×	Food Safety
		□	×	Local School Wellness Policy
		×	□	Competitive Foods
		×	□	Other
Finding(s) Details: The SFA did not assess compliance with Non-program Food Revenue requirements. The SA determined that one a la carte item being sold in the cafeteria was non-compliant with Smart Snacks Standards. The SFA did not accurately consolidate the claim for reimbursement. Corrective action has been provided and accepted.				
□	×	<b>D. Civil Rights</b>		
Finding(s) Details:				