

**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: **Red Clay Consolidated School District**

Date of Administrative Review (Entrance Conference Date): 1/30/2023

Date review results were provided to the School Food Authority: 2/21/2023

Date review summary was publicly posted: March 24, 2023

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 | | |
|---|----|--|-----------|--|
| x | ☐ | A. Program Access and Reimbursement | | |
| | | YES | NO | |
| | | x | ☐ | Certification and Benefit Issuance |
| | | x | ☐ | Verification |
| | | x | ☐ | Meal Counting and Claiming/Special Provision Options (CEP) |
| Finding(s) Details: | | | | |
| <ul style="list-style-type: none"> The SFA incorrectly calculated the base-year ISP for CEP. ISPs and claiming percentages have been revised and validated. Correct ISPs are now being used to calculate the free and paid claiming percentages. A review of 450 students' meal benefit documentation resulted in five errors. Verification activities were not completed by the November 15th deadline; in addition, written notice of adverse action was not sent to one household. Eight reimbursable meals were not claimed for reimbursement due to a backup in the POS register. The SFA underclaimed lunches during the review month of December 2022 at one site. | | | | |
| x | ☐ | B. Meal Patterns and Nutritional Quality | | |
| | | YES | NO | |
| | | x | ☐ | Meal Components and Quantities |
| | | x | ☐ | Offer versus Serve |
| | | ☐ | x | Dietary Specifications and Nutrient Analysis |
| Finding(s) Details: A review of the production records indicated that a variety of milk was not offered at two sites. Production records for one site reflected that the weekly requirements for the dark green subgroup were not met during one week. There was no signage to inform students what constituted the reimbursable meal and that students must select at least ½ cup of fruit or vegetable with their meal. | | | | |
| ☐ | x | C. School Nutrition Environment | | |
| | | YES | NO | |
| | | ☐ | x | Food Safety |
| | | ☐ | x | Local School Wellness Policy |
| | | ☐ | x | Competitive Foods |
| ☐ | x | Other | | |
| Finding(s) Details: N/A | | | | |
| x | ☐ | D. Civil Rights | | |
| | | Finding(s) Details: The SFA does not have local-level complaint procedures in place as required by USDA. | | |