

**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:** Sussex Technical School District

**Date of Administrative Review (Entrance Conference Date):** 1/5/2022

**Date review results were provided to the School Food Authority:** 2/4/2022

**Date review summary was publicly posted:** March 15, 2022

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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   |                          |  |
|---|--------------------------|---|--------------------------|--|
| x   | <input type="checkbox"/> | <b>A. Program Access and Reimbursement</b>  |                          |  |
|   |                          | <b>YES</b>  | <b>NO</b>                |  |
|   |                          | <input type="checkbox"/>  | x                        | Certification and Benefit Issuance           |
|   |                          | <input type="checkbox"/>  | x                        | Verification                                 |
|   |                          | x   | <input type="checkbox"/> | Meal Counting and Claiming                   |
| Finding(s) Details: Meal counting errors and production record discrepancies occurred at breakfast and at lunch. Corrective action was provided and accepted.   |                          |   |                          |  |
| x   | <input type="checkbox"/> | <b>B. Meal Patterns and Nutritional Quality</b>   |                          |  |
|   |                          | <b>YES</b>  | <b>NO</b>                |  |
|   |                          | x   | <input type="checkbox"/> | Meal Components and Quantities               |
|   |                          | <input type="checkbox"/>  | x                        | Offer versus Serve                           |
|   |                          | <input type="checkbox"/>  | x                        | Dietary Specifications and Nutrient Analysis |
| Finding(s) Details:<br>At breakfast, insufficient quantities of fruit were served per the production records (a full cup of fruit was not served with some breakfast meals; this school utilizes serve only for breakfast). In addition, insufficient weekly quantities of grains were offered.<br><br>At lunch, the daily and weekly minimum for the meat/meat alternate component was not met (an entrée credited as 1.5 oz. eq. meat/meat alternate) and the daily and weekly minimum for grains was not met (entrée salads credited 1.5 oz. eq. grains and 1.25 oz. eq. grains). Corrective action was provided and accepted. |                          |   |                          |  |
| x   | <input type="checkbox"/> | <b>C. School Nutrition Environment</b>  |                          |  |
|   |                          | <b>YES</b>  | <b>NO</b>                |  |
|   |                          | <input type="checkbox"/>  | x                        | Food Safety                                  |
|   |                          | x   | <input type="checkbox"/> | Local School Wellness Policy                 |
|   |                          | <input type="checkbox"/>  | x                        | Competitive Foods                            |
|   |                          | x   | <input type="checkbox"/> | Other  |
| Finding(s) Details: The SFA needed a plan to address the Nonprogram Foods Tool food revenue ratio. The SFA needed to complete the Wellness Policy triennial assessment. One item purchased by the SFA did not meet Buy American Provision standards. Corrective action was provided and accepted.   |                          |   |                          |  |
| x   | <input type="checkbox"/> | <b>D. Civil Rights</b>  |                          |  |
|   |                          | Finding(s) Details: The full USDA Nondiscrimination Statement was not posted on the SFA's webpage. Corrective action was provided and accepted. |                          |  |