

**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:** Terry Children's Psychiatric Center

**Date of Administrative Review (Entrance Conference Date):** 9/19/2019

**Date review results were provided to the School Food Authority:** 10/25/2019; Closure Letter 3/27/2020

**Date review summary was publicly posted:** March 27, 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>		
		YES	NO	
		×	□	Certification and Benefit Issuance
		□	×	Verification
		×	□	Meal Counting and Claiming
Finding(s) Details: A review of meal benefit documentation resulted in one error. Meal counts for breakfast and lunch were not consolidated correctly. Corrective action has been provided and accepted.				
×	□	<b>B. Meal Patterns and Nutritional Quality</b>		
		YES	NO	
		×	□	Meal Components and Quantities
		□	×	Offer versus Serve
		□	×	Dietary Specifications and Nutrient Analysis
Finding(s) Details: The SA reviewers determined that the breakfast and lunch requirements for the weekly minimum grain and weekly minimum meat/meat alternates were not met during the review period because documentation was not available. The reviewers could not validate that at least half of the grains offered weekly at breakfast and lunch were whole grain-rich. One cup of fruit was not offered (or documented on production) at breakfast during the review period. The reviewers could not validate that 1/2 cup of fruit and 3/4 cup of vegetable were offered daily at lunch. The SA reviewers determined that the vegetable subgroup requirement was not met during any week of the review month (August 2019). On the day of review, one of the grains offered to participants did not meet the daily minimum requirement and only one choice of milk was available to participants. In the Afterschool Snack Program, non-compliant items were served during the review period, and meals were not properly counted and claimed. Corrective action has been provided and accepted.				
×	□	<b>C. School Nutrition Environment</b>		
		YES	NO	
		□	×	Food Safety
		□	×	Local School Wellness Policy
		□	×	Competitive Foods
×	□	Other		
Finding(s) Details: The SFA must track Professional Standards training hours for all SFA staff and keep documentation of training. The SFA should ensure that only school nutrition program expenses are paid out of nutrition funds. Corrective action has been provided and accepted.				
□	×	<b>D. Civil Rights</b>		
Finding(s) Details: N/A				