

**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 (SA) 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 School Food Authority (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:** Harvest Christian Academy

**Date of Administrative Review (Entrance Conference Date):** December 7, 2023

**Date review results were provided to the School Food Authority:** February 15, 2024

**Date review summary was publicly posted:** February 16, 2024

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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
		x	<input type="checkbox"/>	Verification
		x	<input type="checkbox"/>	Meal Counting and Claiming
Finding(s) Details: The SFA verified one too many meal benefit forms. The SFA did not conduct a confirmation review of selected forms during verification. The SFA under-claimed one lunch during the month of review (November 2023). The SFA under-claimed four breakfasts during the month of review (November 2023).				
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: During the week of review at lunch, the 80% whole-grain rich requirement was not met. During the week of review at lunch, the daily and weekly minimum meat/meat alternate component was not met. The SFA did not identify the items that constituted the reimbursable meal at breakfast.				
x	<input type="checkbox"/>	<b>C. School Nutrition Environment</b>		
		<b>YES</b>	<b>NO</b>	
		x	<input type="checkbox"/>	Food Safety
		<input type="checkbox"/>	x	Local School Wellness Policy
		x	<input type="checkbox"/>	Competitive Foods
x	<input type="checkbox"/>	Other – Professional Standards, Resource Management, Buy American Provision, Summer Food Service Program (SFSP) Outreach, and Fresh Fruit and Vegetable Program (FFVP)		
Finding(s) Details: The HACCP plan was not available at the site on the day of review. The SFA did not post the food safety inspection report, or a sign stating that the report is available for the public to review. Snacks that were not compliant with Smart Snack Standards were available for students to purchase through the vending machine during the school day. The SFA did not provide documentation that Professional Standards hours were being tracked. An unreasonable amount of indirect costs was being charged to the nonprofit school food service account. Two items were not in compliance with the Buy American Provision (exceptions were not on file at the time of the review). SFSP Outreach was not conducted. The ranch served with vegetables during the FFVP service exceeded the allowable size.				
<input type="checkbox"/>	x	<b>D. Civil Rights</b>		
Finding(s) Details: N/A				