

**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:** Polytech School District

**Date of Administrative Review (Entrance Conference Date):** January 23, 2024

**Date review results were provided to the School Food Authority:** March 19, 2024

**Date review summary was publicly posted:** March 19, 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	
		<input type="checkbox"/>	x	Meal Counting and Claiming	
Finding(s) Details: The verification eligibility change date did not align with the deadline to request a hearing. Additionally, the hearing official and hearing official contact information was not listed.					
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 review period, there was one day when the production records did not support that each student had the required 1/2-cup of fruit (five breakfast meals were disallowed). On the day of review, the 50% juice requirement was exceeded. Flavored milk was served to daycare children who were not co-mingled with higher grades. At lunch during the week of review, there were insufficient daily and weekly quantities of the meat/meat alternate and grain components. Additionally, the weekly requirement for the beans and peas (legumes) vegetable subgroup was not met. The portion of one vegetable during the week of review did not meet the planned 1/2-cup serving size. The weekly 80% whole-grain rich requirement was not met at lunch during the week of review. On the day of review, one student did not select a 1/2-cup fruit or vegetable with their reimbursable lunch meal.					
x	<input type="checkbox"/>	<b>C. School Nutrition Environment</b>			
		<b>YES</b>	<b>NO</b>		
		<input type="checkbox"/>	x	Food Safety	
		<input type="checkbox"/>	x	Local School Wellness Policy	
		x	<input type="checkbox"/>	Competitive Foods	
x	<input type="checkbox"/>	Other – Buy American Provision			
Finding(s) Details: On the day of review, two items did not meet Smart Snacks Standards. No exceptions were on file for five items that did not meet the Buy American Provision requirements.					
x	<input type="checkbox"/>	<b>D. Civil Rights</b>			
		Finding(s) Details: The SFA did not post the USDA Nondiscrimination Statement (or a direct link to it) on its webpage.			