

**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:** Department of Correction

**Date of Administrative Review (Entrance Conference Date):** January 8, 2025

**Date review results were provided to the School Food Authority:** February 26, 2025

**Date review summary was publicly posted:** February 27, 2025

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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>	
		x	<input type="checkbox"/>	Certification and Benefit Issuance
		<input type="checkbox"/>	x	Verification
		x	<input type="checkbox"/>	Meal Counting and Claiming
Finding(s) Details:				
<ul style="list-style-type: none"> <li>The SFA used the monthly dollar amount on the federal Income Eligibility Guidelines for a household of one instead of using the actual income received by the child on the individual RCCI Income Eligibility forms. Also, the eligibility determination was not checked on the forms.</li> <li>At one of the reviewed sites, per the documents submitted, 167 breakfasts were served; however, 172 breakfasts were claimed. This resulted in an over-claim of five breakfasts in December 2024. Per the documents submitted, 172 lunches were served; however, 174 lunches were claimed. This resulted in an over-claim of two lunches in December 2024.</li> <li>At one of the reviewed sites, per the documents submitted, 2517 breakfasts were served; however, 2498 breakfasts were claimed. This resulted in an under-claim of 19 breakfasts in December 2024. Per the documents submitted, 2501 lunches were served; however, 2499 lunches were claimed. This resulted in an under-claim of two lunches in December 2024.</li> </ul>				
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
		x	<input type="checkbox"/>	Dietary Specifications and Nutrient Analysis
Finding(s) Details:				
<ul style="list-style-type: none"> <li>As a result of the documentation provided and SFA practices reviewed, the SFA is exceeding the weekly calorie and sodium levels at breakfast at the reviewed site. As a result of the documentation provided and SFA practices reviewed, the SFA is exceeding the weekly calorie levels at lunch at the reviewed sites.</li> <li>At both reviewed sites, the minimum daily meat/meat alternate requirement was not met on three days during the review week. The minimum weekly meat/meat alternate requirement was not met during the review week. The minimum daily fruit requirement was not met on six days during the week of review. The weekly fruit requirement of seven cups for a 7-day week was not met during the review week. Only 1/8 cup of starchy vegetables were offered during the week of review. The minimum daily fruit requirement was not met on 10 days during the review month. The minimum weekly fruit requirement was not met three weeks during the review month. The minimum daily vegetable requirement was not met on eight days during the month of review. The minimum weekly vegetable requirement was not met the week of December 16, 2024.</li> </ul>				
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: Buy American, On-Site Monitoring, Professional Standards		
Finding(s) Details:				

		<ul style="list-style-type: none"> <li>• Three items were not in compliance with the Buy American Provision (an exception was not on file at the time of the review).</li> <li>• No documentation was provided by the SFA for the breakfast or lunch reviews conducted during SY 2023-2024 for the reviewed sites.</li> <li>• The SFA did not update the Wellness Policy by the June 30, 2017, deadline.</li> <li>• The SFA did not accurately track professional standards hours for SY 23-24.</li> </ul>
<input type="checkbox"/>	x	<b>D. Civil Rights</b> Finding(s) Details: N/A