STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

School Food Authority Name: South Kingstown School District

Date of Administrative Review: January 7 – 10, 2020

Date review results were provided to the School Food Authority: January 10, 2020

General Program Participation

1. What Child Nutrition Programs does the School Food Authority participate in? (Select all that apply)
   - X School Breakfast Program
   - X 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?
   - X Yes    ☐ No

   If yes, please indicate the areas and what issues were identified in the table below.

<table>
<thead>
<tr>
<th>YES</th>
<th>NO</th>
<th>REVIEW FINDINGS</th>
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</thead>
<tbody>
<tr>
<td>X</td>
<td></td>
<td>A. Program Access and Reimbursement</td>
</tr>
<tr>
<td></td>
<td></td>
<td>YES NO</td>
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<tr>
<td></td>
<td>☐</td>
<td>X Certification and Benefit Issuance</td>
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<td>X</td>
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<td>Verification</td>
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USDA is an Equal Opportunity Provider, Employer and Lender
### Meal Counting and Claiming

**Finding(s) Details:**

1) District verified too many applications. Decreased benefit changes were not made within 10 calendar days. Verification letters contained outdated or incorrect information.

2) Meal counts were not accurately transferred to the POS. Some source documents for meal counts were missing. Three non-reimbursable meals were counted as reimbursable at breakfast.

### B. Meal Patterns and Nutritional Quality

<table>
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<tr>
<th>Yes</th>
<th>No</th>
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- Meal Components and Quantities
- Offer versus Serve
- Dietary Specifications and Nutrient Analysis

**Finding(s) Details:**

1) Offer vs. Serve is not properly implemented at West Kingstown Elementary School at breakfast.

2)

### C. School Nutrition Environment

<table>
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<tr>
<th>Yes</th>
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- Food Safety
- Local School Wellness Policy
- Competitive Foods
- Other

**Finding(s) Details:**

1) 

2)

### D. Civil Rights

**Finding(s) Details:**

1) The District does not have a procedure in place to accommodate students with disabilities around the school meals program.

2)