



DISTRICT OF COLUMBIA

OFFICE OF THE STATE SUPERINTENDENT OF

**EDUCATION**

## 2017-18 Administrative Review Summary

Section 207 of the federal Healthy Hunger Free Kids Act amended section 22 of the National School Lunch Act, requiring State Agencies to report 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) require the State Agency to post a summary of the most recent final administrative review results for each School Food Authority on the State Agency's publicly available website no later than 30 days after providing final results of the administrative review. The State Agency must make a copy of the final administrative review report available to the public upon request.

<b>School Food Authority(SFA):</b>	Appletree PCS
<b>Date of Administrative Review (Entrance Conference Date):</b>	May 22, 2018
<b>Date review results were provided to the SFA:</b>	June 19, 2018
<b>Date review summary was publicly posted:</b>	June 22, 2018
<b>SFA participates in the following Child Nutrition Programs:</b>	<ul style="list-style-type: none"><li>✓ School Breakfast Program</li><li>✓ National School Lunch Program</li><li>✓ Fresh Fruit &amp; Vegetable Program</li><li>✓ Afterschool Snack</li><li><input type="checkbox"/> Special Milk Program</li><li><input type="checkbox"/> Seamless Summer Option</li></ul>
<b>SFA operates under the following Special Provisions:</b>	<ul style="list-style-type: none"><li>✓ Community Eligibility Provision</li><li><input type="checkbox"/> Provision 2</li></ul>
<b>Review Findings</b>	
<b>Program/Meal Access and Reimbursement</b> <ul style="list-style-type: none"><li>✓ Certification and Benefit Issuance</li><li>✓ Verification</li><li>✓ Meal Counting and Claiming</li></ul>	<b>Details:</b> <p>The SFA's procedures for verification and notice of benefits are out of compliance with regulations. Not all applications were correctly processed and the SFA does not have procedures in place for extending free school meal eligibility to children who may qualify through other members of the household or who have not submitted an application for the current school year.</p>
<b>Meal Patterns and Nutritional Quality</b> <ul style="list-style-type: none"><li>✓ Meal Components and Quantities</li><li><input type="checkbox"/> Offer versus Serve</li><li><input type="checkbox"/> Dietary Specifications and Nutrient Analysis</li></ul>	<b>Details:</b> <p>The SFA was missing meal signage from the serving line. Meal counts were not taken at the correct time and meal count totals were not being combined or recorded correctly.</p>
<b>School Nutrition Environment and Civil Rights</b> <ul style="list-style-type: none"><li>✓ Food Safety</li><li><input type="checkbox"/> Local Wellness Policy</li></ul>	<b>Details:</b> <p>The most recent food safety inspection was not posted and certain procedures for labeling and</p>

<input type="checkbox"/> Smart Snacks <input checked="" type="checkbox"/> Civil Rights <input checked="" type="checkbox"/> Other	storing food were not followed. Professional Standards requirements for training were not met. The SFA was using an outdated non-discrimination statement and the “And Justice For All” poster was not displayed correctly.
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