

## School Nutrition Programs Administrative Review Summary

Section 207 of the HHKFA amended section 22 of the NSLA (42 U.S.C. 1769c) to require State agencies to report the final results of the School Nutrition Programs 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 (SFA) on the State agency's publicly available website. It is the policy of the Vermont State agency to provide each SFA with review findings at the exit conference.

School Food Authority (SFA) Name: **Mount Mansfield UUSD**

Self-operated ☒

Vended ☐

Food Service Management Company (FSMC) Contract ☐

Date(s) of Administrative Review: **February 6 & 7, 2024**

Date review summary was publicly posted: **March 8, 2024**

### General Program Participation

What Child Nutrition Programs does the School Food Authority operate?

School Breakfast Program ☒

National School Lunch Program ☒

Fresh Fruit and Vegetable Program ☐

Afterschool Snack ☐

Special Milk Program ☐

Seamless Summer Option ☐

1. Does the School Food Authority operate under any Special Provisions? (*These provisions are an alternative to household applications for free and reduced-price meals in high poverty areas.*)

Community Eligibility Provision (CEP) ☐

Special Provision 1 ☐

Special Provision 2 ☒



Special Provision 3 ☐  
N/A ☐

## Review Findings

### A. Meal Access and Reimbursement

1. **Certification and Benefit Issuance** – Validation of the SFA certification of students' eligibility for free or reduced-price meals.

YES ☒ NO ☐

**Finding Detail:** (1) Five students were incorrectly certified for free meals based on the reduced Medicaid category, and (2) one application was incorrectly approved for free meals based on an incomplete case number provided.

2. **Verification** – Validation of the process used by the SFA to confirm selected students' eligibility for free and reduced-price meals.

YES ☒ NO ☐

**Finding Detail:** The number of applications verified was incorrect.

3. **Meal Counting and Claiming** – Validation of the SFA meal counting and claiming system that accurately counts, records, consolidates, and reports the number of reimbursable meals claimed by category.

YES ☐ NO ☒

### B. Meal Pattern and Nutritional Quality

1. **Meal Components and Quantities** – Validation that meals claimed for reimbursement contain the required meal components / food components and quantities.

YES ☒ NO ☐

**Finding Detail:** (1) The red/orange vegetable subgroup was not offered in the minimum weekly required amount during the review period at Richmond Elementary School, (2) meals offered at lunch during the review period did not contain sufficient quantities for the vegetable component at Richmond Elementary School, (3) Richmond Elementary School is not differentiating menu and production record for the non-co-mingled Pre-K students following the CACFP meal pattern, (4) production records were not completed consistently or accurately during the review period at Camels Hump Middle School, and (5) crediting documentation was not maintained to validate meal pattern compliance for menu items served during the review period at Camels Hump Middle School.

2. **Offer versus Serve (OVS)** – Validation of SFA compliance with provision that allows students to decline some of the food components offered.

YES ☒ NO ☒

**Finding Detail:** Staff are not adequately trained on Offer versus Serve (OVS) requirements at Camels Hump Middle School.

3. **Dietary Specifications and Nutrient Analysis** – Validation that meals offered to children through the school meal programs are consistent with federal standards.

YES ☐ NO ☒

#### C. Resource Management

1. **Resource Management** – Validation that SFA ensures the overall financial health of the school food service including non-profit food service account, paid lunch equity, revenue from non-program foods, and indirect costs.

YES ☒ NO ☐

**Finding Detail:** The SFA did not accurately track a la carte revenue in the nonprofit school food service account in the 2022-2023 school year

#### D. General Program Compliance

1. **Civil Rights** – Validation of SFA compliance with civil rights requirements as applicable to the Child Nutrition Programs.

YES ☒ NO ☐

**Finding Detail:** The Verification Notification Letter, the 2<sup>nd</sup> Verification Notice Letter and the Verification Results Letter included an outdated non-discrimination statement.

2. **SFA On-site Monitoring** – Validation that each SFA with more than one school operating the NSLP performs required onsite reviews as specified by regulations.

YES ☐ NO ☒

3. **Local School Wellness Policy and School Meal Environment** – Documentation of compliance with the established Local School Wellness Policy.

YES ☐ NO ☒

4. **Smart Snacks in School** – Validation of the SFA compliance with regulations for all food and beverages to students outside of the reimbursable meal.

YES ☐ NO ☒

5. **Professional Standards** – Validation of the SFA compliance with required hiring standards and annual training requirements.

YES ☐ NO ☒

6. **Water** – Documentation that children have access to water during the lunch and breakfast meal services.

YES ☐ NO ☒

7. **Food Safety and Storage** – Validation that schools meet food safety and storage requirements.

YES ☒ NO ☐

**Finding Detail:** (1) Kitchen staff were not wearing hair restraints on the day of review at Camels Hump Middle School, and (2) temperatures of all cold storage units were not properly monitored or recorded at Camels Hump Middle School.

8. **Buy American** – Documentation that schools comply with Buy American provision and policy specified by regulation.

YES ☐ NO ☒

9. **Reporting and Recordkeeping** – Evidence that reports are submitted and maintained with other program records as required.

YES ☐ NO ☒

10. **School Breakfast Program and Summer Food Service Program Outreach** – Validation that SFA informs families of the availability of breakfasts offered under the School Breakfast Program and meals offered through the Summer Food Service Program (SFSP)

YES ☐ NO ☒

#### E. Other Federal Program Reviews

1. **The NSLP Afterschool Snack Service** – Documentation that nutritionally-balanced snacks are served, appropriate educational or enrichment activities are provided and counting and claiming is accurate.

YES ☐ NO ☐ N/A ☒

2. **Seamless Summer Option (SSO)** – Evidence that the SFA adheres to the same meal service rules and claiming procedures used during the regular school year

YES ☐ NO ☐ N/A ☒

3. **Fresh Fruit and Vegetable Program (FFVP)** – Validation that participating schools increase children's exposure to and consumption of a variety of fruits and vegetables and operate the program as prescribed.

YES ☐ NO ☐ N/A ☒

4. **Special Milk Program (SMP)** – Documentation that the SFA is operating the program in compliance with regulatory requirements and in accordance with the State Agency approved agreement.

YES ☐ NO ☐ N/A ☒