

**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 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 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:** Caesar Rodney School District

**Date of Administrative Review (Entrance Conference Date):** December 10, 2019

**Date review results were provided to the School Food Authority:** January 17, 2020

**Date review summary was publicly posted:** April 29, 2020

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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		
×	□	<b>A. Program Access and Reimbursement</b>		
		<b>YES</b>	<b>NO</b>	
		×	□	Certification and Benefit Issuance
		□	×	Verification
		□	×	Meal Counting and Claiming
Finding(s) Details: A review of meal benefit documentation resulted in three errors. Corrective action has been provided and accepted.				
×	□	<b>B. Meal Patterns and Nutritional Quality</b>		
		<b>YES</b>	<b>NO</b>	
		×	□	Meal Components and Quantities
		□	×	Offer versus Serve
		□	×	Dietary Specifications and Nutrient Analysis
Finding(s) Details: During the review period at breakfast, the SA reviewers determined that some meals did not contain the required ½ cup fruit/vegetable, some meals exceeded the 50% juice limit, the daily minimum grain requirement was not met on some days, and production records were not able to support the claim at two schools. During the review period at lunch, the SA reviewers determined that the daily and weekly minimum grain requirements were not met at two schools; the daily and weekly meat/meat alternate requirements were not met at one school; the amount of grain-based desserts offered over the course of the review week exceeded the allowable amount of 2 ounce equivalents; some meals did not contain the required ½ cup fruit/vegetable; some meals exceeded the 50% juice limit; and production records were not able to support the claim at two schools. Corrective action has been provided and accepted.				
×	□	<b>C. School Nutrition Environment</b>		
		<b>YES</b>	<b>NO</b>	
		□	×	Food Safety
		×	□	Local School Wellness Policy
		×	□	Competitive Foods
×	□	Other		
Finding(s) Details: The SA reviewers determined that the Wellness Policy was not updated by 6/30/2017. One a la carte item sold in the High School cafeteria was not compliant with Smart Snacks Standards. The SA reviewers noted products in storage that were not compliant with the Buy American Provision. The SFA did not obtain SA approval prior to the purchase of a capital expenditure item (not on the pre-approved list) and proper procurement was not conducted when purchasing this item. Corrective action has been provided and accepted.				
□	×	<b>D. Civil Rights</b>		
Finding(s) Details: N/A				