# Virginia Department of Education logo

# FEDERAL PROGRAM ADMINISTRATIVE REVIEW SCHOOL NUTRITION PROGRAM SUMMARY

Section 207 of the Healthy Hunger Free Kids Act 2010, amended section 22 of the National School Lunch Act (42 U.S.C. 1769c) requires the Virginia Department of Education, Office of School Nutrition Programs (VDOE SNP), 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.

**Local Educational Agency:** Grafton School

**Report Publication Date:** April 22, 2019

**Administrative Review Dates:** December 4 – 7, 2018

**Review Month and Year:** October 2018

**Participating Programs:** NSLP, SBP, ASP

**Participates in Special Provisions?** No

## Enrollment and Participation Data for October 2018:

| **Eligibility** | **Enrollment** | **Lunch Avg. Daily Participation (ADP)** | **Lunch ADP %** | **Breakfast ADP** | **Breakfast ADP %** | **Total Reimbursement ($$)** |
| --- | --- | --- | --- | --- | --- | --- |
| **Free** | 280 | 155 | 86.11 | 147 | 100 | 26,874.93 |
| **Reduced** | 0 | 0 | 0 | 0 | 0 | 0.00 |
| **Paid** | 47 | 25 | 13.89 | 0 | 0 | 308.88 |
| **Total** | **327** | Cell intentionally left blank | Cell intentionally left blank | Cell intentionally left blank | Cell intentionally left blank | **27,183.81** |

## Findings Identified during the Administrative Review:

### **Table 1: Program Access and Reimbursement**

| **Category** | **Findings** |
| --- | --- |
| **Certification and Benefit Issuance** | **Denotes no findings NO FINDINGS** |
| **Details:** |  |
| **Verification** | **Denotes no findings NO FINDINGS** |
| **Details:** |  |
| **Meal Counting and Claiming** | Denotes findings identified **FINDINGS IDENTIFIED** |
| **Details:** | Improper counting and claiming procedures were being followed.  Meal consolidation errors resulted in the under- and over-claiming of meals.  The lunch counts by category were not used correctly in the claim for reimbursement.  No edit check process was conducted to verify claims for reimbursement. |

### **Table 2: Meal Patterns and Nutritional Quality**

| **Category** | **Findings** |
| --- | --- |
| **Meal Components and Quantities** | Denotes findings identified **FINDINGS IDENTIFIED** |
| **Details:** | Signage available did not indicate that students must select ½ cup of fruit or vegetable with meals. |
| **Offer versus Serve** | **Denotes no findings NO FINDINGS** |
| **Details:** |  |
| **Dietary Specifications and Nutrient Analysis** | **Denotes no findings NO FINDINGS** |
| **Details:** |  |

### **Table 3: School Nutrition Environment and Civil Rights**

| **Category** | **Findings** | |
| --- | --- | --- |
| **Food Safety** | | Denotes findings identified **FINDINGS IDENTIFIED** |
| **Details:** | | A copy of the Food Safety Plan was not available at each school. |
| **Local School Wellness Policy** | | **Denotes no findings NO FINDINGS** |
| **Details:** | |  |
| **Competitive Foods** | | **Denotes no findings NO FINDINGS** |
| **Details:** | |  |
| **Civil Rights** | | Denotes no findings **NO FINDINGS** |
| **Details:** | |  |

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