

Office of School Nutrition Programs

# **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.

**School Food Authority (SFA):** Richmond City Public Schools

**Date of Administrative Review:** March 6-9, 2023

**Review Month and Year:** January 2023

**Date review results were provided to the SFA:** March 15, 2023

**Date review summary was publicly posted:** July 12, 2023

**SFA participates in the following Child** **Nutrition Programs:**

School Breakfast Program

National School Lunch Program

Fresh Fruit & Vegetable Program

Afterschool Snack

Seamless Summer Option

**SFA operates under the following Special Provisions:**

Community Eligibility Provision

Provision 2

## **Review Findings**

| **Review Area** | **Details** |
| --- | --- |
| **Program Access and Reimbursement** Certification and Benefit Issuance  Verification  Meal Counting and Claiming | Production records do not reflect accurate meal counts. Pre-k meal pattern requirements were not being followed. |
| **Meal Patterns and Nutritional Quality** Meal Components and Quantities  Offer versus Serve  Dietary Specifications and Nutrient Analysis | Food substitutions were not recorded on the production record or menu. |
| **School Nutrition Environment and Civil Rights** Food Safety  Local Wellness Policy  Smart Snacks and Competitive Foods  Civil Rights | Annual civil rights training was not conducted for all staff.  The SFA did not have a procedure for receiving and processing civil rights complaints.  The SFA did not publish a public media release.  The food safety plan did not meet all regulatory requirements.  Violations of the Buy American provision were observed onsite. |

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