



NSLP Administrative Review Summary 2017-2018

Uinta CSD #4

Date of Administrative Review: 10/3/2017

Date Review Closed: 11/1/2017

Child Nutrition Program Participation:

- School Breakfast Program (SBP)
- National School Lunch Program (NSLP)
- Fresh Fruit and Vegetable Program (FFVP)
- Afterschool Care Program (ASCP)
- Special Milk Program (SMP)
- Child and Adult Care Food Program (CACFP) At-Risk Supper

Special Provision Option:

- Community Eligibility Program (CEP)
- Special Provision 1
- Special Provision 2
- Special Provision 3
- N/A

Areas of Review

- Program Access and Reimbursement
(Certification and Benefit Issuance, Verification, Meal Counting and Claiming)
- Meal Patterns and Nutritional Quality
(Meal Component and Quantities, Offer vs. Serve, Dietary Specifications, Nutrient Analysis)
- General Program Compliance
(Civil Rights, Food Safety, Local Wellness Policy, Smart Snacks/Competitive Foods, Water Availability, On-site Monitoring, Reporting/Record Keeping, Professional Standards, SBP and SFSP Outreach, ASCP, FFVP)

Commendations

All schools make many items from scratch. It is very impressive that many of the breads are homemade. Many of the recipes used in the district will be included in a WY NSLP cookbook that is being put together by WDE.

Even though the elementary school did not receive the FFVP grant this year, the school is still providing the students a fruit or vegetable snack each day. This is a great benefit to the students and it is wonderful that the community has been supportive of this program. It is also commendable that the local grocery store has been such a great partner in providing the fruits and vegetables to the school and



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also selling the same fruits and vegetables in the store so parents can buy them for the students to have at home as well as at school.

All of the applications reviewed were done correctly. The documentation was very well organized and easy to find. Keep up the great work!

The staff at the elementary does a great job preparing and serving the students breakfast and lunch. They are very friendly, work well as a team, passionate about their jobs and are great with the students. Keep up the great work!

Review Findings

Sponsor-Level Findings:

Area	Finding Description	Required Corrective Action
800 – Civil Rights	The Civil Rights Complaint procedure does not meet FNS NSLP requirements. The policy must state that complaints can be received in any form (written, oral, over the phone, e-mail, in-person, etc.). The policy must also state where the complaint will be forwarded (WDE or USDA).	Update the civil rights complaint procedure so it is in compliance with FNS and NSLP requirements. Upload the updated policy to the review for WDE approval.
800 – Civil Rights	The Letter to Households notifying them of the students' free and reduced lunch status, letter notifying the household they were selected for verification, and Food Services website contains the incorrect non-discrimination statement.	Update the Letter to Households, notification to households of verification and food services website with the current non-discrimination statement. Upload the updated letters to the review. Send the district food services website URL that displays the current nondiscrimination statement.

Site-Level Findings: Mountain View K-8

Area	Finding Description	Required Corrective Action
N/A	N/A	N/A