



## NSLP Administrative Review Summary 2018-2019

### SUBLETTE COUNTY SCHOOL DISTRICT #1

Date of Administrative Review and Procurement Review: 10/11-12/18

Date Review open to Sponsor 10/29/2018

Due Date of Review Response NA

Date Review Closed: 10/29/18

#### 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)
- Procurement Compliance Review

#### Commendations

- Overall, my review of the National School Lunch and Breakfast Program in Sublette School District #1 was rewarding and inspiring. The program is very well run due to the hard work and passion of the staff. It is obvious that the staff has the best interests of the students in mind with everything that they do. They go the extra mile to make the program the best it can be and to ensure that students receive a filling and delicious meal every day. All program materials and documents are well organized and complete. We at the WDE appreciate all of the documentation that was prepared and made accessible before and during the review. Both the food service director and school lunch program at Sublette #1 are models for others around the state.
- The Nutrition Director maintains very accurate and timely records to include: production records, recipes and criteria to meet USDA menuing regulations, benefit issuance processing, and verification tracking. This is remarkable given the time allocated to do a very labor intensive job.



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- The Nutrition Director is a highly recognized leader within the state who maintains an excellent program for the school district.
- Nutrition Director writes nutritious menus for the students within the district. Menus are colorful and provide a high quality of nutrient value to the health and well-being of students. The nutrient rich menus prepare students in Sublette County #1 for highly successful students in academia, sports and life skills.
- Nutrition Director demonstrates a passion to deliver healthy options to students and staffs daily. Her passion around nutrition education is demonstrated through cafeteria signage and messages on the website.
- A high quality Professional development program is offered to the Nutrition Staff. This shows in the confidence of their performance on the job.
- The district continues to work very closely with the Western Wyoming Co-op to increase purchasing power which ultimately reduces expenses for the department. This group also ensures USDA procuring standards and contract management for the region.

### Review Findings

#### **No Sponsor-Level or Site-Level Findings**



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