



**STATE OF SOUTH CAROLINA
DEPARTMENT OF EDUCATION**

ELLEN E. WEAVER
STATE SUPERINTENDENT OF EDUCATION

Date:

School Food Authority (SFA):

☐ Self-operated ☐ Food Service Management Company Contract ☐ Vended Meals Contract

Date of Administrative Review (Entrance Conference Date):

GENERAL PROGRAM PARTICIPATION

1. What Child Nutrition Programs does the SFA participate in? *(Check all that apply)*

- ☐ School Breakfast Program (7 CFR 220)
☐ National School Lunch Program (7 CFR 210)
☐ Fresh Fruit and Vegetable Program (P.L. 113-79 Section 19)
☐ Afterschool Snack Program (7 CFR 210)
☐ Special Milk Program (7 CFR 215)
☐ Seamless Summer Option (7 CFR 210)

2. Does the SFA operate under any Special Provisions?

- ☐ No ☐ Yes *(Check all that apply)*
☐ Community Eligibility Provision (CEP)
☐ Special Provision 1
☐ Special Provision 2
☐ Special Provision 3

REVIEW FINDINGS

3. Were any findings identified during the SFA's review?

- ☐ No ☐ Yes: Indicate below the areas and issues identified.

A. MEAL ACCESS AND REIMBURSEMENT

Findings for Certification and Benefit Issuance

☐ No

☐ Yes

Findings:

- ☐ Free and reduced application processing compliance
☐ Household eligibility notification compliance
☐ Direct certification procedure compliance
☐ Benefit issuance document compliance

		☐ Other: South Carolina Department of Education (SCDE): ☐ Technical assistance provided to SFA ☐ Corrective action received by SCDE
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REVIEW FINDINGS, continued

A. MEAL ACCESS AND REIMBURSEMENT, continued		
Verification of Household Applications		
☐ Not applicable (SFA does not collect free and reduced meal applications)		
☐ No	☐ Yes	Findings: ☐ Verification process compliance ☐ Household verification letter compliance ☐ Verification benefit issuance document compliance ☐ Other: SCDE: ☐ Technical assistance provided to SFA ☐ Corrective action received by SCDE
Meal Counting and Claiming		
☐ No	☐ Yes	Findings: ☐ Meal counting and claiming compliance ☐ Edit Check compliance ☐ Counting, consolidating, and recording of reimbursable meals compliance ☐ Policy compliance for incomplete meals, second meals, visiting student meals, adult and non-student meals, student worker meals, a la carte items, field trip meals, or pre-paid meals ☐ Other: SCDE: ☐ Technical assistance provided to SFA ☐ Corrective action received by SCDE

REVIEW FINDINGS, continued

B. MEAL PATTERN AND NUTRITIONAL QUALITY		
Meal Components and Quantities		
☐ No	☐ Yes	Findings: ☐ Meal pattern compliance (whole grain-rich, vegetable subgroups, milk type): ☐ Breakfast ☐ Lunch ☐ Meal component compliance ☐ Breakfast ☐ Lunch ☐ Sufficient quantities/complete meal compliance ☐ Breakfast ☐ Lunch ☐ Production record compliance ☐ Breakfast ☐ Lunch ☐ Other: SCDE: ☐ Technical assistance provided to SFA ☐ Corrective action received by SCDE

REVIEW FINDINGS, continued

B. MEAL PATTERN AND NUTRITIONAL QUALITY, continued		
Offer versus Serve (OVS)		
☐ No	☐ Yes	Findings: ☐ Meal selection compliance under OVS ☐ Breakfast ☐ Lunch ☐ Reimbursable meal compliance under OVS ☐ Breakfast ☐ Lunch ☐ Food service staff/cashier knowledge of OVS compliance ☐ Breakfast ☐ Lunch ☐ Student knowledge of OVS compliance ☐ Breakfast ☐ Lunch ☐ Other: SCDE: ☐ Technical assistance provided to SFA ☐ Corrective action received by SCDE
Dietary Specifications and Nutrient Analysis		
☐ No	☐ Yes	Findings: ☐ Nutrient analysis not required ☐ Nutrient analysis conducted ☐ Breakfast ☐ Lunch ☐ Other: SCDE: ☐ Technical assistance provided to SFA ☐ Corrective action received by SCDE

REVIEW FINDINGS, continued

C. GENERAL PROGRAM COMPLIANCE		
Civil Rights		
☐ No	☐ Yes	Findings: ☐ Nondiscrimination statement compliance ☐ Accommodating special dietary needs compliance ☐ Written complaint procedure compliance ☐ Civil Rights training compliance ☐ Other: SCDE: ☐ Technical assistance provided to SFA ☐ Corrective action received by SCDE
Local School Wellness Policy		
☐ No	☐ Yes	Findings: ☐ Wellness policy compliance ☐ Other: SCDE: ☐ Technical assistance provided to SFA ☐ Corrective action received by SCDE

C. GENERAL PROGRAM COMPLIANCE. continued		
Smart Snacks in Schools		
☐ No	☐ Yes	Findings: ☐ Foods and beverages sold on the school campus (excluding reimbursable meals) are Smart Snacks compliant ☐ Other: SCDE: ☐ Technical assistance provided to SFA ☐ Corrective action received by SCDE
Food Safety, Storage and Buy American		
☐ No	☐ Yes	Findings: ☐ Food Safety Plan compliance ☐ Food Safety inspections compliance

		☐ Buy American Provision compliance ☐ Other: SCDE: ☐ Technical assistance provided to SFA ☐ Corrective action received by SCDE
Other Areas		
☐ No	☐ Yes	Findings: Other: SCDE: ☐ Technical assistance provided to SFA ☐ Corrective action received by SCDE

Additional Comments:

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