

## Administrative Review Summary of School Nutrition Programs

**School Food Authority (SFA):** Deep River Public Schools

### Type of Operation

- ☒ Self-operated      ☐ Food service management company contract

**Date of Administrative Review (entrance conference date):** April 7, 2025

### 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

## Administrative Review Summary of School Nutrition Programs

### Review Findings

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

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

#### Part A: Meal Access and Reimbursement

### Findings for Certification and Benefit Issuance

☐ Not applicable (sponsor does not collect free/reduced-price meal applications, e.g., due to CEP)

☐ No      ☒ Yes – **Findings:**

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

#### CSDE:

- ☒ Technical assistance provided to SFA
- ☒ Corrective action received by CSDE
- ☐ Corrective action approved by CSDE

For information on certification and benefit issuance, refer to the USDA's [Eligibility Manual for School Meals](#).

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### Verification of Household Applications

☐ Not applicable (sponsor does not collect free/reduced-price meal applications, e.g., due to CEP)

☒ No      ☐ Yes – **Findings:**

- ☐ Verification process compliance
- ☐ Household verification letter compliance
- ☐ Verification benefit issuance document compliance
- ☐ Other:

#### **CSDE:**

- ☐ Technical assistance provided to SFA
- ☐ Corrective action received by CSDE
- ☐ Corrective action approved by CSDE

For information on verification, visit the CSDE's [Verification Procedures for School Nutrition Programs](#) webpage.

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### 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:  
Charge Policy, Sponsor Application

#### **CSDE:**

- ☒ Technical assistance provided to SFA
- ☒ Corrective action received by CSDE
- ☒ Corrective action approved by CSDE

For information on meal counting and claiming, visit the CSDE's [Meal Counting and Claiming](#) webpage.

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### Part 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:

#### CSDE:

☒ Technical assistance provided to SFA

☒ Corrective action received by CSDE

☒ Corrective action approved by CSDE

For information on the USDA meal pattern requirements, visit the CSDE's [Meal Patterns for Grades K-12 in School Nutrition Programs](#) webpage and [Meal Patterns for Preschoolers in School Nutrition Programs](#) webpage.

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### 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:

### CSDE:

☐ Technical assistance provided to SFA

☐ Corrective action received by CSDE

☐ Corrective action approved by CSDE

For information on OVS, visit the CSDE's [OVS for Grades K-12 in School Nutrition Programs](#) webpage.

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### Dietary Specifications and Nutrient Analysis

☒ No

☐ Yes – **Findings:**

☐ Nutrient analysis not required

☐ Nutrient analysis conducted

☐ Breakfast

☐ Lunch

☐ Other:

#### **CSDE:**

☐ Technical assistance provided to SFA

☐ Corrective action received by CSDE

☐ Corrective action approved by CSDE

For information on the USDA dietary specifications, visit the “[Dietary Specifications](#)” section of the CSDE’s [Meal Patterns for Grades K-12 in School Nutrition Programs](#) webpage.

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### Part C: General Program Compliance

#### Civil Rights ([FNS Instruction 113-1](#))

☐ No      ☒ Yes – **Findings:**

- ☒ Nondiscrimination statement compliance
- ☒ Accommodating special dietary needs compliance
- ☐ Written complaint procedure compliance
- ☐ Civil rights training compliance
- ☐ Other:

#### CSDE:

- ☒ Technical assistance provided to SFA
- ☒ Corrective action received by CSDE
- ☒ Corrective action approved by CSDE

For information on the USDA civil rights requirements, visit the CSDE's [Civil Rights for Child Nutrition Programs](#) webpage.



## Administrative Review Summary of School Nutrition Programs

### Local School Wellness Policy

☐ No      ☒ Yes – **Findings:**

☒ Wellness policy compliance

☐ Other:

#### CSDE:

☒ Technical assistance provided to SFA

☒ Corrective action received by CSDE

☒ Corrective action approved by CSDE

For information on school wellness policies, visit the CSDE's [School Wellness Policies](#) webpage.

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### Smart Snacks in Schools

☒ No      ☐ Yes – **Findings:**

- ☐ Foods and beverages sold on the school campus (excluding reimbursable meals) do not comply with Smart Snacks
- ☐ Other:

#### **CSDE:**

- ☐ Technical assistance provided to SFA
- ☐ Corrective action received by CSDE
- ☐ Corrective action approved by CSDE

For information on Smart Snacks, visit the CSDE's [Smart Snacks Nutrition Standards](#) webpage.

## Administrative Review Summary of School Nutrition Programs

### Food Safety, Storage, and Buy American

☐ No      ☒ Yes – **Findings:**

- ☒ Food Safety Plan compliance
- ☐ Food Safety inspections compliance
- ☒ Buy American Requirement compliance
- ☐ Other:

#### **CSDE:**

- ☒ Technical assistance provided to SFA
- ☒ Corrective action received by CSDE
- ☒ Corrective action approved by CSDE

For information on food safety, visit the CSDE's [Food Safety for Child Nutrition Programs](#) webpage. For information on the Buy American requirements, visit the "[Buy American Requirement](#)" section of the CSDE's [Procurement for School Nutrition Programs](#) webpage.

## Administrative Review Summary of School Nutrition Programs

### Other Areas

☐ No      ☒ Yes – **Findings:**

Professional Standards and Reporting and Recordkeeping  
Infant and Pre-K meal Pattern

### CSDE:

- ☒ Technical assistance provided to SFA
- ☒ Corrective action received by CSDE
- ☒ Corrective action approved by CSDE.

## Administrative Review Summary of School Nutrition Programs

**Additional Comments:**

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For more information, visit the CSDE's [Administrative Review for School Nutrition Programs](#) webpage or contact the [school nutrition programs staff](#) at the Connecticut State Department of Education, Bureau of Child Nutrition Programs, 450 Columbus Boulevard, Suite 504, Hartford, CT 06103-1841.

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1. mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or
2. fax: (833) 256-1665 or (202) 690-7442; or
3. email: [program.intake@usda.gov](mailto:program.intake@usda.gov)

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