

Administrative Review Report

Eastbrook Academy, Inc.

Review Schedule:

Schedule Type	Start Date	End Date
Off-Site Review	03/09/2023	04/25/2023
On-Site Review	04/25/2023	04/25/2023
Site Selection Worksheet	03/09/2023	03/09/2023
Entrance Conference	04/25/2023	04/25/2023
Exit Conference	04/25/2023	04/25/2023

Commendations:

Thanks to Eastbrook Academy for their cooperation during the Administrative Review. The FSD, AR and staff are receptive to feedback and working to meet program requirements. 162 student eligibilities were reviewed with no errors in determinations or verification. Student eligibility information is kept secure and private. Financial management is organized, controlled and monitored efficiently.

Recommendations:

Please see the Technical Assistance section for recommendations.

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Findings and Corrective Action:

Site Name	
Form Name	Meal Counting and Claiming (300 - 311)
Question #	303
TA Log #	No TA Log# found
Due Date	
Corrective Action Status	Flagged
Corrective Action History	<p>Finding: At SBP reviewer observed that neither Vendor staff contracted to serve the meal, nor school staff present at POS had any knowledge of the meal counting and claiming system (including the backup system) required, no knowledge of the meal pattern requirements to identify a reimbursable meal, and no knowledge of offer vs. serve.</p> <p>Corrective Action: Provide a plan for meal service staff oversight and training; include who will provide oversight and how, and the frequency with which training of meal service staff in meal counting, identifying a reimbursable meal, and offer vs. serve will occur. See the Technical Assistance section of this report for links to trainings available at DPI.</p>
Site Name	
Form Name	Local School Wellness (1000 - 1006)
Question #	1002
TA Log #	No TA Log# found
Due Date	
Corrective Action Status	Flagged
Corrective Action History	<p>Finding: The SFA does not have documentation indicating when and how the Local Wellness Policy (LWP) is reviewed and updated. SFA's policy states: The Committee shall meet no less than once during the school year to implement, assess and review, and make recommendations for changes to the Wellness Policy. The Committee shall consist of at least a school food service representative, school nurse, and compliance coordinator.</p> <p>Corrective Action: Convene the Wellness Committee prior to the end of the school year. Upload the meeting minutes and a roster of committee attendees.</p>
Site Name	
Form Name	Local School Wellness (1000 - 1006)
Question #	1005
TA Log #	No TA Log# found
Due Date	
Corrective Action Status	Flagged
Corrective Action History	<p>Finding: SFA has not completed the triennial assessment of the Local Wellness Policy within the last three years.</p> <p>Corrective Action: Complete the triennial assessment of the Local Wellness Policy according to DPI guidelines and notify the public of the results. Upload a copy of the Report Card that includes WellSAT scores into SNACs and provide a link to this document on the district website or an copy of a school newsletter where the results were shared with the community.</p>
Site Name	Eastbrook Academy
Form Name	Meal Compliance
Question #	2
TA Log #	No TA Log# found
Due Date	
Corrective Action Status	Flagged
Corrective Action History	<p>Finding : The preschool students were served the K-8 meal pattern but were not served in the same place as the older students. Children who are not yet in kindergarten must be served the preschool meal pattern if not co-mingled with other grade groups at meals. Some of the issues observed during the week of and day of review include serving flavored milk at mealtimes, no fruit component given at lunch to students with the</p>

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	<p>alternate entrée and teachers not giving out all food items that were sent at breakfast time (offer vs. serve not allowed).</p> <p>Corrective Action: Submit a statement describing the specific changes made to meal service in order to serve the preschool students the age-appropriate meal pattern.</p>
Site Name	
Form Name	Certification and Benefit Issuance (124 - 142)
Question #	138
TA Log #	No TA Log# found
Due Date	
Corrective Action Status	Flagged
Corrective Action History	<p>Finding: The SFA did not effectively update student eligibility changes to benefit issuance list (BI) or the point of service (POS) when determinations occurred. Some irregularities in eligibility dates exist on Benefit Issuance lists although accurate dates do appear in individual student records within the SIS.</p> <p>Corrective Action: Contact the SNACS support team for assistance with correcting eligibility dates and to schedule further training in using the SNACS module for student meal applications prior to the beginning of school year 23/24. Provide a process that the SFA will use to ensure student meal eligibility will be updated accurately and timely to the BI list and the POS, and when this training is scheduled to occur.</p>
Site Name	
Form Name	Civil Rights (809 - 810)
Question #	810
TA Log #	No TA Log# found
Due Date	
Corrective Action Status	Flagged
Corrective Action History	<p>Finding: The correct non-discrimination statement was not included on all program materials. Monthly menus the SFA distributes or posts may have only this shortened statement: "This institution is an equal opportunity provider."</p> <p>Corrective Action: Update program materials to include the correct non-discrimination statement. Upload into SNACS a copy of materials updated.</p>
Site Name	
Form Name	Professional Standards (1210 - 1219)
Question #	1214
Corrective Action Status	Flagged
Corrective Action History	<p>Finding 1: The School Nutrition Food Service Director did not track the 12 hours of annual continuing education/training for the current school year. (7 CFR 210.30) Finding 2: The Food Service Director (FSD) has not met the hiring requirement of 8 hours of food safety training. The SFA's contract with DPI has not designated the person actually doing the work of FSD as FSD. The SFA may consider switching the roles of the currently designated Authorized Representative and Food Service Director. Typically, the Authorized Representative has oversight over the FSD (i.e. is their boss/superior). Please review the "definition of food service director" in the New Director Hiring Requirements In a Nutshell.</p> <p>Corrective Action 1: Determine who will be designated as the Authorized Representative and Food Service Director going forward. Whoever will be considered the FSD must complete the required 8 hours of food safety training and submit documentation of completion.</p> <p>Corrective Action 2: Provide a training plan for how the required FSD 12 hours of continuing education/training will be met for the current school year. If this plan needs to extend into the 23/24 school year in order to meet the required hours, that is allowable.</p>
Site Name	
Form Name	Professional Standards (1210 - 1219)
Question #	1219
TA Log #	No TA Log# found
Due Date	
Corrective Action Status	Flagged

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Corrective Action History	<p>Finding: Non-food service staff who have responsibilities for the school nutrition program(s) did not receive job specific training in the current school year (7 CFR 210.30). In addition, these staff persons must complete DPI's annual civil rights training.</p> <p>Corrective Action: Provide a training plan for the current school year, for all non-food service staff, with school nutrition program responsibilities, including the DPI annual civil rights training, Offer vs. Serve, and POS. See the Technical Assistance section for links to these trainings.</p>
Site Name	
Form Name	Food Safety & Buy American (1400 - 1403)
Question #	1400
TA Log #	No TA Log# found
Due Date	
Corrective Action Status	Flagged
Corrective Action History	<p>Finding: The SFA's food safety plan did not include all the required elements. Each school within the SFA must have a written site-specific food safety plan, including the required elements, for compliance with Hazard Analysis Critical Control Points (HACCP). The food safety plan should cover any facility where food is stored, prepared, or served for purposes of NSLP, SBP, or other FNS programs (7 CFR 210.13).</p> <p>Corrective Action: Update the food safety plan to be specific for each participating school in the SFA, and ensure that a copy of each employee's reporting agreement is included. See the Technical Assistance section for a link to the Employee Reporting Agreement.</p>
Site Name	
Form Name	Food Safety & Buy American (1400 - 1403)
Question #	1403
TA Log #	No TA Log# found
Due Date	
Corrective Action Status	Flagged
Corrective Action History	<p>Finding: The following products were identified during the week of review as non-domestic and not documented: Ardmore Farms Juices (USA, Belize, Costa Rica, Mexico, Brazil)</p> <p>Corrective Action: Complete and submit a Noncompliant Product List Form for the non-domestic products: Ardmore Farms Juices. Noncompliant Product List templates can be found on the Buy American webpage (https://dpi.wi.gov/school-nutrition/program-requirements/procurement/buy-american).</p>
Site Name	Eastbrook Academy
Form Name	Meal Counting and Claiming - Day of Review (317-321)
Question #	318
TA Log #	No TA Log# found
Due Date	
Corrective Action Status	Flagged
Corrective Action History	<p>Finding: The meal counting and claiming system may not result in accurate meal counts by eligibility (7 CFR 210.7). On the day of review, during SBP, meal counts were not taken as each student received their reimbursable meal. Reviewer observed staff jotting down student names before, during, and after breakfast service. Meal counts were later entered into electronic SIS and paper records not retained. This is not an accurate Point of Service (POS). On the day of review during NSLP teachers were observed entering student meals prior to the student receiving a reimbursable meal and arriving at the POS.</p> <p>Corrective Action 1: Correct the meal counting process at both breakfast and lunch to ensure meals are tracked as the student receives their meal and the meal is reimbursable or entered as a la carte charges. See TA section for allowable POS.</p> <p>Corrective Action 2: Submit the remaining school year operating days of meal counts (counts for each day with daily totals by Free, Reduced and Paid, for both SBP and NSLP, including any paper records used at the POS, and the corresponding edit check reports for the month of May and the month of June.</p> <p>Corrective Action 3: The FSD and the AR will watch the Counting, Claiming and POS webcast, each upload a certificate of completion into SNACS.</p> <p>Corrective Action 4: Submit a statement as to how the FSD and AR will ensure all staff and volunteers at each meal service are following the allowable POS process established in CA 1.</p>
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Form Name	Meal Components and Quantities - Day of Review (400-408)
Question #	
TA Log #	No TA Log# found
Due Date	
Corrective Action Status	Flagged
Corrective Action History	<p>Finding: During the day of on-site review, the fruit component was not served to the preschool students who received the alternate menu option. The preschool meal pattern requires that all meal components must be served to students in at least the minimums serving size. Refer to the meal pattern table to ensure all meals meet the preschool meal pattern (https://www.fns.usda.gov/sites/default/files/cacfp/CACFP_childmealpattern.pdf).</p> <p>Corrective Action: Submit a statement specifically describing what will be done to ensure preschool students are served all required components in at least the minimum serving size for their respective age group.</p>
Site Name	Eastbrook Academy
Form Name	Meal Components and Quantities - Day of Review (400-408)
Question #	400
TA Log #	TA Log# exists
Due Date	
Corrective Action Status	Flagged
Corrective Action History	<p>Finding: The K-8 meal pattern requires students to be offered $\frac{3}{4}$ cup of vegetable daily. On the day of review, it was observed that a majority of students were not offered the second vegetable and it was not on the serving line.</p> <p>Corrective Action: Submit a statement indicating understanding that all students should be offered the entire portion of vegetables being offered daily.</p>
Site Name	Eastbrook Academy
Form Name	Meal Components and Quantities - Day of Review (400-408)
Question #	401
TA Log #	No TA Log# found
Due Date	
Corrective Action Status	Flagged
Corrective Action History	<p>Finding : Fiscal Action will be assessed for the 8 non-reimbursable preschool meals observed on the day of review at Eastbrook Academy due to students who received the alternate meal entree were not given the fruit component.</p>
Site Name	Eastbrook Academy
Form Name	Meal Components and Quantities - Day of Review (400-408)
Question #	402
TA Log #	No TA Log# found
Due Date	
Corrective Action Status	Flagged
Corrective Action History	<p>Finding : The daily minimum requirement for meat/meat alternate was not met for 9-12 grade for the alternate lunch during the day of review. The following represent the planned portion sizes:</p> <ul style="list-style-type: none"> - Tuesday, April 25- Chicken Caesar Salad- 1.5 ounce equivalent of meat/meat alternate. <p>The daily minimum requirement for 9-12 grade is 2 ounce equivalent of meat/meat alternate. Corrective Action: Describe specifically how the daily minimum requirement for meat/meat alternate will be met for lunch during the day containing the shortage (e.g. portion sizes increased or decreased, additional menu items, product replacements, etc.).</p>

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Site Name	Eastbrook Academy
Form Name	Meal Components and Quantities - Day of Review (400-408)
Question #	403
TA Log #	No TA Log# found
Due Date	
Corrective Action Status	Flagged
Corrective Action History	<p>Finding: On the day of review, it was observed that preschool students were served both flavored and unflavored milk. Only unflavored milk is allowable under the preschool meal pattern. Flavored milk may not be served. Children 2-5 years old, not yet in kindergarten and not co-mingled with other grades can only be served unflavored low fat (1%) or unflavored (fat-free/skim) milk. Corrective Action: Submit a statement explaining your understanding of the allowable milk types and that you will discontinue use of flavored milk at breakfast and lunch for students in K4 that are eating in the classroom.</p>
Site Name	Eastbrook Academy
Form Name	Meal Components and Quantities - Day of Review (400-408)
Question #	404
TA Log #	No TA Log# found
Due Date	
Corrective Action Status	Flagged
Corrective Action History	<p>Finding : Fiscal action will be assessed for the 3 non-reimbursable high school meals observed on the day of review at Eastbrook Academy due to students not selecting two full components and half cup of fruit or vegetable. These meals were also not recorded on the production record. No additional corrective action needed.</p>
Site Name	Eastbrook Academy
Form Name	Meal Components and Quantities - Day of Review (400-408)
Question #	405
TA Log #	No TA Log# found
Due Date	
Corrective Action Status	Flagged
Corrective Action History	<p>Finding: Fiscal action will be assessed for the 1 non-reimbursable breakfast meal observed on the day of review at Eastbrook Academy due to a student not selecting three food items with one being a ½ cup of fruit. No additional corrective action needed.</p>
Site Name	Eastbrook Academy
Form Name	Meal Components and Quantities - Day of Review (400-408)
Question #	406
TA Log #	No TA Log# found
Due Date	
Corrective Action Status	Flagged
Corrective Action History	<p>Finding : Staff were unclear about the high school meal pattern requirements for lunch. On the day of review, it was observed that High School students who received the alternate entrée, Chicken Caesar Salad, were not offered additional portions of vegetables or the fruit component. It is important for staff to understand the meal pattern requirements. Meal pattern resources on WI DPI's Menu Planning webpage may be used as training resources (https://dpi.wi.gov/school-nutrition/program-requirements/menu-planning). Corrective Action: Have food service staff complete training on the high school meal pattern. Please submit details regarding when and where the training was held, who attended, and how the training was conducted.</p>
Site Name	Eastbrook Academy
Form Name	Meal Components and Quantities - Day of Review (400-408)

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Question #	407
TA Log #	TA Log# exists
Due Date	
Corrective Action Status	Flagged
Corrective Action History	<p>Finding : The daily minimum requirement for grain was not met for 9-12 grade for the alternate lunch during the day of review. The following represent the planned portion sizes:</p> <ul style="list-style-type: none"> - Tuesday, April 25- Chicken Caesar Salad- 1.25 ounce equivalent of grain. <p>The daily minimum requirement for 9-12 grade is 2 ounce equivalent of grain.</p> <p>Corrective Action: Describe specifically how the daily minimum requirement for grain will be met for lunch during the day containing the shortage(e.g. portion sizes increased or decreased, additional menu items, product replacements, etc.).</p>
Site Name	Eastbrook Academy
Form Name	Meal Components and Quantities - Review Period (409-412, 430-437)
Question #	410
TA Log #	No TA Log# found
Due Date	
Corrective Action Status	Flagged
Corrective Action History	<p>Finding: The weekly minimum requirement for grains was not met for K-8 students for lunch during the review period. The following represent the planned portion sizes:</p> <ul style="list-style-type: none"> -Monday, March 27- 1.25 oz -Tuesday, March 28- 1.5 oz -Wednesday, March 29- 1.5 oz -Thursday, March 30- 1.5 oz -Friday, March 31- 1.5 oz <p>The weekly minimum requirement for students in grades K-8 is 8-ounce equivalent of grain per week.</p> <p>Corrective Action: Describe specifically how the weekly minimum requirement for grain will be met for lunch during the review period (e.g. portion sizes increased or decreased, additional menu items, product replacements, etc.).</p>
Site Name	Eastbrook Academy
Form Name	Meal Components and Quantities - Review Period (409-412, 430-437)
Question #	411
TA Log #	No TA Log# found
Due Date	
Corrective Action Status	Flagged
Corrective Action History	<p>Finding: The weekly minimum requirement for meat/meat alternate was not met for K-8 students for lunch during the review period. The following represent the planned portion sizes:</p> <ul style="list-style-type: none"> -Monday, March 27- 2 oz -Tuesday, March 28- 1.5 oz -Wednesday, March 29- 1.5 oz -Thursday, March 30- 2 oz -Friday, March 31- 1.5 oz <p>The weekly minimum requirement for students in grades K-8 is 9-ounce equivalent of meat/meat alternate per week.</p> <p>Corrective Action: Describe specifically how the weekly minimum requirement for meat/meat alternate will be met for lunch during the review period (e.g. portion sizes increased or decreased, additional menu items, product replacements, etc.).</p>

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Site Name	Eastbrook Academy
Form Name	Meal Components and Quantities - Review Period (409-412, 430-437)
Question #	431
TA Log #	No TA Log# found
Due Date	
Corrective Action Status	Flagged
Corrective Action History	<p>Finding: The number of leftovers were never filled in on the production records. Production records are intended to be useful tools to record information prior to production, during production and follow production. Review the Production Record Requirements (https://dpi.wi.gov/sites/default/files/imce/school-nutrition/pdf/production-record-requirements.pdf).</p> <p>Corrective Action: Submit one full week of breakfast and lunch production records, including number of leftover items recorded daily.</p>
Site Name	Eastbrook Academy
Form Name	Meal Components and Quantities - Review Period (409-412, 430-437)
Question #	435
TA Log #	No TA Log# found
Due Date	
Corrective Action Status	Flagged
Corrective Action History	<p>Finding: During the day of review, it was observed that the alternate high school entrée, Chicken Caesar Salad, was not prepared following the recipe. The entrée salad had no tomatoes, provided only 1 ounce of meat, ½ ounce of cheese and .25 ounces of grain. Standardized recipes should be updated to reflect current practices and products. A standardized recipe for Chicken Caesar Salad exists however it is not accurately reflecting what is being prepared.</p> <p>Corrective Action: If the recipe was incorrect, please submit an updated standardized recipe for Chicken Caesar Salad which reflects what is currently being prepared in the kitchen. If the recipe is accurate and the execution of the recipe was incorrect, please provide a statement indicating what steps will be taken to ensure the recipe is correctly followed.</p>
Site Name	Eastbrook Academy
Form Name	Offer vs Serve (500-502)
Question #	500
TA Log #	No TA Log# found
Due Date	
Corrective Action Status	Flagged
Corrective Action History	<p>Finding: Staff were unclear about the breakfast meal pattern requirements. On the day of review, it was observed that students were allowed to take just a fruit or just a milk rather than a reimbursable breakfast meal. It is important for staff to understand the meal pattern requirements. Meal pattern resources on WI DPI's Menu Planning webpage may be used as training resources (https://dpi.wi.gov/school-nutrition/program-requirements/menu-planning).</p> <p>Corrective Action: Have food service staff complete training on the breakfast meal pattern. Please submit details regarding when and where the training was held, who attended, and how the training was conducted.</p>
Site Name	Eastbrook Academy
Form Name	Offer vs Serve (500-502)
Question #	501
TA Log #	No TA Log# found
Due Date	
Corrective Action Status	Flagged

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Corrective Action History	<p>Finding : Food service and school staff were unclear about the Offer versus Serve (OVS) requirements for lunch and breakfast. It is important for staff to understand the OVS requirements. OVS resources on WI DPI's Menu Planning webpage may be used as training resources (https://dpi.wi.gov/school-nutrition/program-requirements/menu-planning).</p> <p>Corrective Action: Have food service and school staff responsible for determining reimbursable meals attend training on Offer vs Serve. Please submit details regarding when and where the training was held, who attended, and how the training was conducted.</p>
Site Name	Eastbrook Academy
Form Name	Food Safety, Storage and Buy American (1404-1411)
Question #	1406
TA Log #	No TA Log# found
Due Date	
Corrective Action Status	Flagged
Corrective Action History	<p>Finding: The most recent food safety inspection report was not posted in a publicly visible location.</p> <p>Corrective Action: Provide a statement and/or photo of where the most recent food safety inspection report will be posted and visible to the public at all times the building is open.</p>
Site Name	Eastbrook Academy
Form Name	Food Safety, Storage and Buy American (1404-1411)
Question #	1409
TA Log #	No TA Log# found
Due Date	
Corrective Action Status	Flagged
Corrective Action History	<p>Finding: SFAs must ensure that food storage, preparation and service is in accordance with the state and local sanitation and health laws and regulations (7 CFR 210.13). The on-site and/or off-site storage areas were reviewed, including freezers, refrigerators, dry good storage rooms and other areas. The following food storage violations were observed: The bottom of school labeled reach-in coolers held spilled liquids and debris.</p> <p>Corrective Action: If possible, correct all observed storage violations during the on-site review. If the violation cannot be corrected during the on-site review, submit photographic documentation indicating that food safety violations have been corrected.</p>
Site Name	Eastbrook Academy
Form Name	Afterschool Snack Program
Question #	7
TA Log #	No TA Log# found
Due Date	
Corrective Action Status	Flagged
Corrective Action History	<p>Finding: The Afterschool Snack onsite monitoring was not completed within the required timeframes. (7 CFR 210.9)</p> <p>Corrective Action 1: Provide a statement of understanding that the Afterschool Snack Program must be monitored twice each year at each site it is operated at. Once during the first four weeks of the program plus one additional time during the program year.</p> <p>Corrective Action 2: Complete and upload into SNACS the Afterschool Snack onsite monitoring form for each afterschool snack service location.</p>

Technical Assistance Entries:

TA Date	TA Log #	Question #	TA Area	Site	SFA Contact	Email	Phone	User Name	Created By	Created Date
04/25/2023	3630		Administrative Review		AR and FSD					
Comments										
Training: See the SNT's online training webpage: https://dpi.wi.gov/school-nutrition/training/online-learning#offer-versus-serve										

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Offer vs. Serve and Offer vs. Serve – Lesson and Game Plan for staff to attend our School Nutrition Summer Training : https://dpi.wi.gov/school-nutrition/training/school-nutrition-summer-training							
<ul style="list-style-type: none"> Annual Professional Standards Training must be job-specific and intended to help employees perform their duties well. The required annual training hours vary according to the employee's role in the management and operation of the school nutrition program. A summary of the training requirement is provided in this "In A Nutshell- Training" document. Trainings can be provided in a variety of formats (online, in person, webinars) and through various providers (DPI, USDA, SNA, ICN, in-house, etc.). SFAs must record training hours on a training tracker, which includes the name of staff person, title/position, brief list of core duties/responsibilities, and hours scheduled. The DPI Professional Standards Tracking Tool or the USDA Professional Standards Tracking Tool are encouraged but not required 							
04/25/2023	3629		Administrative Review		AR and FSD		
Comments						Created By	Created Date
Allowable POS and Accurate Counting & Claiming: Point of Service training. Use this edit check form. Federal reimbursement is provided for each meal that meets program requirements and is served to an eligible student. To obtain this reimbursement, school personnel must accurately count , record, and claim the number of meals actually served to students by category, i.e., paid, reduced-price, and free. Additionally, the number of meals served free and reduced-price and claimed for reimbursement must have adequate documentation on file to support the claim. To do this, any school food service meal counting and claiming system must contain ALL of the basic elements listed below : <ul style="list-style-type: none"> Eligibility documentation Collection procedures Point of service meal counts Reports Claim for reimbursement Internal controls. <p>The same payment options must be available to all students regardless of eligibility category. For instance, if students eligible for paid meals have the option to pay on a weekly or daily basis, students eligible for reduced-price meals must also have this option.</p> <p>All meals served in the National school Lunch and School Breakfast Program and counted for reimbursement must meet the meal pattern requirements as specified in the program regulations and be served to eligible students.</p> <p><u>Meals are counted at that point in the food service operation where it can be accurately determined that a reimbursable free, reduced-price or paid meal has been served to an eligible student. Only one meal per student per meal service may be claimed for reimbursement.</u></p>							
04/25/2023	3628		Administrative Review		FSD		
Comments						Created By	Created Date
Afterschool Snack Monitoring <ul style="list-style-type: none"> ASP requires separate on-site monitoring forms to be completed outside of breakfast and lunch. These forms must be completed twice per year. The first on-site monitoring observation must take place within the first four weeks of the program's start date. ASP On-site Monitoring Form 							
04/25/2023	3627		Administrative Review		FSD		
Comments						Created By	Created Date
Employee Health Reporting Agreements for inclusion in Food Safety Plan							5/12/2023 2:57:02 PM
04/25/2023	3626		Administrative Review		AR		

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Comments							Created By	Created Date
Confirming Official's duties: please view The Verification Process								
04/25/2023	3625		Administrative Review		FSD and AR			
Comments							Created By	Created Date
<p>School Breakfast Program and Summer Food Service Program Outreach</p> <p><u>School Breakfast Program (SBP) Outreach</u></p> <ul style="list-style-type: none"> SFAs must inform families of the availability of reimbursable breakfasts served under the School Breakfast Program (SBP) at the beginning and throughout the school year. The goal of providing school breakfast outreach is to increase participation in the SBP. <p><u>Summer Food Service Program (SFSP) Outreach</u></p> <ul style="list-style-type: none"> A goal of USDA Child Nutrition Programs is to ensure all students have access to healthy and nutritious meals year-round. The USDA requires all SFAs, regardless of whether the SFA serves summer meals, to inform families of where their students can receive a free meal in the summer months. SFAs can inform families of summer meals by promoting the following methods: <ul style="list-style-type: none"> Promotion of the Summer Meals Locator on the DPI Summer Meals webpage Promotion of calling 211 to locate meals in the area Promotion of the ability to text 'food' (in English or Spanish) to 304-304 Promotion of visiting the Summer Food Service Program webpage 								
04/25/2023	3564	407	Administrative Review	Eastbrook Academy	FSD			
Comments							Created By	Created Date
It was observed on the day of review that the fruit being offered to the high school students at lunch were sliced pears and a whole pear. It is recommended to offer students a variety of fruits rather than the same fruit served in two different styles (sliced and whole).								
04/25/2023	3563	400	Administrative Review	Eastbrook Academy	FSD			
Comments							Created By	Created Date
It was observed on the day of onsite review, that there was not enough breakfast meals for all students that wanted to eat. It was mentioned by students and staff that they frequently ran out of breakfast and didn't have enough meals for all the students. It is recommended to increase the amount of breakfast meals ordered and/or keep additional breakfast items on hand to make additional breakfast meals for students if needed.								