

# Administrative Review Report

Pulaski Community School District

## Review Schedule:

Schedule Type	Start Date	End Date
Off-Site Review	11/05/2019	12/12/2019
On-Site Review	12/10/2019	12/12/2019
Site Selection Worksheet	11/05/2019	11/12/2019
Entrance Conference	12/10/2019	12/10/2019
Exit Conference	12/12/2019	12/12/2019

## Commendations:

### From the Public Health Nutritionist (PHN):

Thank you to all staff at Pulaski Community School District for the warm welcome and cooperation during this Administrative Review (AR). Thank you to the Food Service Director for sending documentation ahead of the onsite visit in a timely manner; this greatly expedited the AR. The Food Service Director does a nice job keeping offering a variety of fresh fruits and vegetables as well as creative entree options. Pulaski High School had a perfect week of review for breakfast and all grains served were whole grain-rich (WGR)! Pulaski High School offers a daily salad bar with a variety of fresh vegetables and homemade soup! Sunnyside Elementary offers a garden bar daily with fresh fruits and vegetables. The Food Service Director incorporates Farm to School by offering local products on the line and does taste test samples with students. They are always trying new menu items and ideas to increase student participation and customer satisfaction. Thank you for serving healthy, nutritious meals to the students of Pulaski Community School District!

### From the Nutrition Program Consultant (NCP):

The Pulaski Community School District Food Service team has a positive impact on the students and community. Food service employees are pleasant, kind to students, efficient in their work, and fun. Pulaski Food Service is doing many things well: financial management, professional standards, protecting student civil rights, verification of applications, and meal counting and claiming. The FSD and Assistant actively engage with each site, are knowledgeable, forward-thinking and practical. SBP and SFSP outreach, and the public release regarding NSLP Free & Reduced eligibility, is excellent. The Local Wellness Policy is current, active and marketed. The meal variety, quality and presentation are very good. Students have access to multiple fresh fruits and vegetables each day and they clearly enjoy them.

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## Findings and Corrective Action:

Site Name		
Form Name	Revenue From Non-Program Foods (709 - 711)	
Question #	711	
TA Log #	TA Log# exists	
Due Date		
Corrective Action Status	Flagged	
Corrective Action History	Flagged 12/16/2019 01:29 PM	Finding: Adult meals are not set according to FNS Instruction 782-5 Rev. 1, due to incorrect portion sizes: adults commonly have 2 entrees for the adult price. CA: Upload a statement describing the SFA's plan to revise the staff meal policy to meet NSLP regulations.
Site Name		
Form Name	Certification and Benefit Issuance (124 - 142)	
Question #	126	
TA Log #	No TA Log# found	
Due Date		
Corrective Action Status	Flagged	
Corrective Action History	Flagged 12/16/2019 12:06 PM	Finding: The SFA did not process all household applications in compliance with 7 CFR 245.6(a). 2 household's meal benefits were incorrectly determined from incomplete applications. See the SFA-1 provided by the consultant for details. CA: Corrected on site.
Site Name		
Form Name	Certification and Benefit Issuance (124 - 142)	
Question #	128	
TA Log #	No TA Log# found	
Due Date		
Corrective Action Status	Flagged	
Corrective Action History	Flagged 12/16/2019 11:32 AM	Finding: The correct income conversion factors were not used when determining meal eligibility on free and reduced price meal applications. Applications with one income frequency were annualized. CA: Review the Income Conversions section of the Eligibility Manual (pg 61-62). Submit a statement of understanding on the correct income conversion factors to use when determining eligibility on a free or reduced price meal application. Configure electronic application software to not annualize all income frequencies.
Site Name		
Form Name	Certification and Benefit Issuance (124 - 142)	
Question #	136	
TA Log #	No TA Log# found	
Due Date		
Corrective Action Status	Flagged	
Corrective Action History	Flagged 12/16/2019 11:29 AM	Finding: SFA is not in compliance with nondiscrimination practices per 7 CFR 245.8. Overt identification of students eligibility for meal benefits was noted on POS screens at each sale by the total meal price. All cashiers have

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		knowledge of each student's eligibility because they are aware of what each code indicates and they see the total meal price charged. CA: Provide a statement on how this SFA will correct the overt identification of students with meal benefits, considering cahiers need to know eligibilities, what other students in line or behind the line can view on screens, and staff training in language to use with students which does not overtly ID them.
Site Name		
Form Name	Certification and Benefit Issuance (124 - 142)	
Question #	137	
TA Log #	No TA Log# found	
Due Date		
Corrective Action Status	Flagged	
Corrective Action History	Flagged 12/16/2019 12:00 PM	Finding: The SFA did not correctly transfer/update student eligibility from a determined electronic application to the benefit issuance (BI) list or the point of service (POS). CA 1:Corrected on-site. CA 2. Provide a process that the SFA will use to ensure student meal eligibility will be updated accurately from the application to the BI list and POS. Work with software provider to ensure these updating errors do not occur.
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	Flagged 12/16/2019 11:47 AM	Finding: The SFA did not effectively update student eligibility changes to benefit issuance list (BI) or the point of service (POS) for students who withdrew from the SFA. CA: 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.
Site Name		
Form Name	Certification and Benefit Issuance (124 - 142)	
Question #	140	
TA Log #	No TA Log# found	
Due Date		
Corrective Action Status	Flagged	
Corrective Action History	Flagged 12/16/2019 11:54 AM	Finding: The SFA did not update student eligibility changes to the benefit issuance list or the point of service (POS) after each direct certification run accurately and in a timely manner. Student determined Free on DC 7/29/19 was listed as Paid on BI and POS.  CA 1: Corrected on site. CA 2:Submit a statement outlining how the SFA will ensure that updates to the benefit issuance list or point of service are accurate and timely.
Site Name		
Form Name	Certification and Benefit Issuance (124 - 142)	

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Question #	142	
TA Log #	No TA Log# found	
Due Date		
Corrective Action Status	Flagged	
Corrective Action History	Flagged 12/16/2019 12:58 PM	<b>Finding:</b> Written documentation of declined benefits was not retained. CA: Inquire with the household regarding receiving eligible benefits for all household members. If benefits are declined, obtain written documentation from the adult household member including an effective date on or after eligibility determination (10.7.19)
Site Name	Pulaski Hi and Sunnyside El	
Form Name	Meal Components and Quantities - Review Period (409-412)	
Question #	409	
TA Log #	TA Log# exists	
Due Date		
Corrective Action Status	Flagged	
Corrective Action History	Flagged 12/16/2019 08:42 AM	<b>Finding:</b> The current production records are outdated and lack required information (planned number of servings per menu item, planned number of meals, serving sizes for condiments and salad bar offerings). Production records also lack specificity of menu items and crediting is sometimes in place of serving sizes. The quantity prepared column should be in purchase units (e.g. #10 can, 2 cases, etc.).  <b>Corrective Action:</b> Update the current production record to reflect requirements or use the DPI production records going forward. Submit one week of completed breakfast and lunch production records for Pulaski High School and one week of completed lunch production records for Sunnyside Elementary. Choose a week that occurs after the completion of this Administrative Review (AR), but before the corrective action due date.
Site Name	Pulaski Hi	
Form Name	Meal Components and Quantities - Review Period (409-412)	
Question #	410	
TA Log #	No TA Log# found	
Due Date		
Corrective Action Status	Flagged	
Corrective Action History	Flagged 12/16/2019 08:47 AM	<b>Finding:</b> There was a daily and weekly meat/meat alternate shortage during the lunch week of review at Pulaski High School. The Chicken BLT Wrap only contained 1.25 oz eq M/MA and the Cranberry Apple Chicken Salad only contained 1.75 oz eq M/MA. The minimum daily M/MA requirement for 9-12 is 2 oz eq M/MA.  <b>Corrective Action:</b> Submit a statement explaining how the daily and weekly M/MA shortage will be fixed during the week of review. Include any necessary serving size(s), nutrition facts label(s), ingredient list(s), and/or crediting documentation.
Site Name	Sunnyside El	
Form Name	Meal Components and Quantities - Review Period (409-412)	
Question #	410	
TA Log #	No TA Log# found	

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Due Date	
Corrective Action Status	Flagged
Corrective Action History	<p>Flagged 12/16/2019 11:34 AM</p> <p><b>Finding:</b> There was a daily vegetable shortage with the field trip meal at lunch during the week of review. Only a carrot packet (1.3 oz = 1/4 cup) was offered. A full 3/4 must be offered if pre-bagged (like in a field trip meal).</p> <p><b>Corrective Action:</b> Submit a statement explaining how the daily vegetable shortage will be fixed during the week of review. Include any necessary serving size(s), nutrition facts label(s), ingredient list(s), and/or crediting documentation. You may also send the updated standardized recipes, if applicable.</p>
Site Name	Pulaski Hi
Form Name	Meal Components and Quantities - Review Period (409-412)
Question #	411
TA Log #	TA Log# exists
Due Date	
Corrective Action Status	Flagged
Corrective Action History	<p>Flagged 12/16/2019 08:46 AM</p> <p><b>Finding:</b> Although standardized recipes were in place for menu items during the day of onsite, staff members were not following them correctly. Standardized recipes have been tried, tested, evaluated, and adapted to your food service operation. They are intended to be followed exactly to produce a consistent, quality product that credits a specific way. Continue working with staff to follow recipes as written or updating them to reflect practices.</p> <p><b>Corrective Action:</b> Submit updated standardized recipes for the Raspberry Grape Salad and K-5 Yogurt Parfait.</p>
Site Name	Pulaski Hi
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>Flagged 12/16/2019 09:09 AM</p> <p><b>Finding:</b> Although no non-reimbursable meals were observed during the days of onsite review, many students were made to take more than what they needed at lunch. The Offer versus Serve (OVS) requirements are not fully understood by all staff at the point of service.</p> <p><b>Corrective Action:</b> Have staff responsible for determining reimbursable meals at the high school at lunch attend a training on OVS. Please submit details regarding when and where the training was held, who attended, and how the training was conducted. OVS resources on WI DPI's Menu Planning webpage may be used as training resources (<a href="https://dpi.wi.gov/school-nutrition/program-requirements/menu-planning">https://dpi.wi.gov/school-nutrition/program-requirements/menu-planning</a>).</p>
Site Name	Pulaski Hi
Form Name	Smart Snacks (1104 - 1107)
Question #	1104
TA Log #	No TA Log# found

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Due Date		
Corrective Action Status	Flagged	
Corrective Action History	Flagged 12/16/2019 09:16 AM	<p><b>Finding:</b> The Dark Chocolate Covered Almonds to not meet smart snack guidelines as the first ingredient is chocolate, which does not meet one of the general standards.</p> <p><b>Corrective Action:</b> Submit a statement explaining how this product will be discontinued going forward.</p>
Site Name	Pulaski Hi	
Form Name	Smart Snacks (1104 - 1107)	
Question #	1105	
TA Log #	TA Log# exists	
Due Date		
Corrective Action Status	Flagged	
Corrective Action History	Flagged 12/16/2019 09:17 AM	<p><b>Finding:</b> The School Store at Pulaski High School sells non-compliant food and beverages to students during the school day. These products do not meet the smart snack guidelines under USDA regulations. Schools agree to comply with the regulations set forth by USDA when they choose to participate in the child nutrition programs, therefore willful noncompliance of regulations can result in the loss of federal funding.</p> <p><b>Corrective Action:</b> Submit a detailed plan of action for how these products will be discontinued going forward.</p>
Site Name	Sunnyside El	
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	Flagged 12/16/2019 10:48 AM	<p><b>Finding:</b> The most recent food safety inspection report was not posted in a publicly visible location.</p> <p><b>CA:</b> Provide a photo of where the most recent food safety inspection report is posted and visible to the public.</p>
Site Name	Pulaski Hi	
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	Flagged 12/16/2019 10:36 AM	<p><b>Finding:</b> 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 storage areas were reviewed, including freezers, refrigerators, dry good storage rooms and other areas. The following food storage violations were observed: items stored on floor of walk-in cooler.</p> <p><b>CA:</b> Corrected on site</p>
Technical Assistance Entries:		

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TA Date	TA Log #	Question #	TA Area	Site	SFA Contact	Email	Phone	User Name
12/16/2019	1180	711	Administrative Review	ALL				
<b>Comments</b>								
<b>Adult/Staff Meals</b>					<b>Created By</b>		<b>Created Date</b>	
Child Nutrition Programs are designed solely for the benefit of the students; federal assistance intends to keep the meal charge to the paying student as low as possible. Adult meals are not eligible for federal & state reimbursement or USDA foods, are nonprogram foods, and require full-cost accounting. Meal pattern for adult meals follows the meal pattern for the oldest students in the SFA. Adults do not receive extra portions without the cost of producing the additional portions being covered.							12/16/2019 1:47:54 PM	
12/16/2019	1178	1105	Administrative Review	Pulaski Hi	FSD			
<b>Comments</b>								
<b>Coffee</b>					<b>Created By</b>		<b>Created Date</b>	
Beverage Guidelines: - Calorie-free beverages (black coffee) - <5 calories per 8 fl. oz.; =10 calories per 20 fl. oz. - Maximum serving size: 20 fl. oz. - Lower-calorie beverages (coffee with cream and/or sugar) - =40 calories per 8 fl. oz.; =60 calories per 12 fl. oz. - Maximum serving size: 12 fl. oz. To determine if coffee drinks are compliant, utilize the Smart Snacks Product Calculator ( <a href="https://foodplanner.healthiergeneration.org/calculator/">https://foodplanner.healthiergeneration.org/calculator/</a> ).							12/16/2019 9:13:20 AM	
12/16/2019	1177	1105	Administrative Review	Pulaski Hi	FSD			
<b>Comments</b>								
<b>Smart Snacks</b>					<b>Created By</b>		<b>Created Date</b>	
Smart Snacks foods and beverages sold in schools (i.e. a la carte items) must meet one general standards and all nutrient standards unless the sales qualify for an exemption. More information is available on WI DPI's Smart Snacks webpage ( <a href="https://dpi.wi.gov/school-nutrition/program-requirements/smart-snacks">https://dpi.wi.gov/school-nutrition/program-requirements/smart-snacks</a> ).							12/16/2019 9:12:49 AM	
12/16/2019	1176	409	Administrative Review	Pulaski Hi	FSD			
<b>Comments</b>								
<b>Grains, Crediting</b>					<b>Created By</b>		<b>Created Date</b>	
Grain products made in-house (i.e. from scratch) can be credited using the Food Buying Guide (FBG) under the Worksheet for Calculating Grains section ( <a href="https://foodbuyingguide.fns.usda.gov/FoodComponents/ResourceGrains">https://foodbuyingguide.fns.usda.gov/FoodComponents/ResourceGrains</a> ). Locate each creditable grain in your recipe. Take each ingredient (in cups, ounces, or pounds) and multiple by the conversions in the conversions chart to get everything into grams. Add all grams together of each creditable grain and divide by the total number of servings. Take this number and divide by 16g and round down to the nearest ounce equivalent. This will give you the amount of grain per serving.							12/16/2019 8:55:25 AM	
12/16/2019	1175	409	Administrative Review	Pulaski Hi	FSD			
<b>Comments</b>								
<b>Grains, Crediting, Exhibit A</b>					<b>Created By</b>		<b>Created Date</b>	
Exhibit A is a table that separates commonly used grains into groups, which provides information on the grams or ounces per 1.0 oz eq for each group. Exhibit A groups all grain products based on how much grain they contain per serving, on average. It can be used to credit products when the baked weight is known. There may be circumstances when it is more beneficial to get exact information about the grams of creditable grain from the manufacturer in the form of a CN label or PFS.							12/16/2019 8:54:44 AM	

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12/16/2019	1174	409	Administrative Review	Pulaski Hi	FSD			
Comments								
Food Buying Guide (FBG)				Created By		Created Date		
The USDA Food Buying Guide (FBG) contains yield and crediting information for foods with a standard of identity ( <a href="https://www.fns.usda.gov/tn/food-buying-guide-for-child-nutrition-programs">https://www.fns.usda.gov/tn/food-buying-guide-for-child-nutrition-programs</a> ). Fruits, vegetables, grains, meat/meat alternates (M/MA), and dairy can be credited using the FBG. Most fruits and vegetables credit by volume served and most M/MAs and grains credit by weight. If the product is not listed in the FBG, additional crediting documentation is required.						12/16/2019 8:53:07 AM		
12/16/2019	1173	409	Administrative Review	Pulaski Hi	FSD			
Comments								
Crediting, Cross-multiplication				Created By		Created Date		
When determining the crediting when altering the serving size, remember the following cross-multiplication set up:  What you know    What you DO NOT know (solving for) ----- = ----- What you know    What you know (then cross multiply and divide by the other)  For example, if 5 chicken nuggets credits 2 oz eq M/MA, but you want to decrease the serving size to 3 chicken nuggets, you could set up the following equation:  5 nuggets                  3 nuggets ----- = ----- 2 oz eq M/MA                  ?  2 oz eq M/MA x 3 nuggets / 5 nuggets = 1.2 oz eq M/MA (round down to the nearest quarter ounce equivalent = 1 oz eq M/MA for 3 nuggets).  For help crediting menu items, refer to the Crediting In a Nutshell or contact a Public Health Nutritionist for assistance ( <a href="https://dpi.wi.gov/sites/default/files/imce/school-nutrition/crediting-in-a-nutshell.pdf">https://dpi.wi.gov/sites/default/files/imce/school-nutrition/crediting-in-a-nutshell.pdf</a> ) ( <a href="https://dpi.wi.gov/school-nutrition/directory#PHN">https://dpi.wi.gov/school-nutrition/directory#PHN</a> ).						12/16/2019 8:49:12 AM		
12/16/2019	1172	411	Administrative Review	Pulaski Hi	FSD			
Comments								
Standardized Recipes				Created By		Created Date		
Recipes should be updated to reflect current practices and products. Standardized recipes exist, but many are not accurately reflecting what is happening in the kitchen. For more information on what essential information must be on a standardized recipe, review the Standardized Recipe Checklist ( <a href="https://dpi.wi.gov/sites/default/files/imce/school-nutrition/pdf/standardized-recipe-checklist.pdf">https://dpi.wi.gov/sites/default/files/imce/school-nutrition/pdf/standardized-recipe-checklist.pdf</a> ).						12/16/2019 8:44:13 AM		
12/16/2019	1171	409	Administrative Review	Pulaski Hi	FSD			
Comments								
Production Records, Planned Serving Size				Created By		Created Date		
Planned portion sizes are required for every meal component. Even in self-service, the menu planner must plan a specific portion size that he or she intends students to take. Please refer to the Production Record Requirements for a list of all mandatory items that must be listed and filled in on production records ( <a href="https://dpi.wi.gov/sites/default/files/imce/school-nutrition/pdf/production-record-requirements.pdf">https://dpi.wi.gov/sites/default/files/imce/school-nutrition/pdf/production-record-requirements.pdf</a> )						12/16/2019 8:25:49 AM		
12/16/2019	1170	409	Administrative Review	Pulaski Hi	FSD			

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Comments									
Production Records, Identity					Created By			Created Date	
Be specific on production records about the identity, brand, portion size, and description of items served. Instead of "whole fruit", clearly indicate what exactly was served.								12/16/2019 8:25:10 AM	
12/16/2019	1169	409	Administrative Review	Pulaski Hi	FSD				
Comments									
Production Records					Created By			Created Date	
Production records are intended to be useful tools to record production information. The production record template currently in use lacks required information: Planned number of servings per menu item, planned number of meals, serving sizes for condiments and salad bar offerings. The Production Record Requirements and templates may be found on our website( <a href="https://dpi.wi.gov/school-nutrition/program-requirements/menu-planning/production-records">https://dpi.wi.gov/school-nutrition/program-requirements/menu-planning/production-records</a> ).								12/16/2019 8:23:52 AM	
12/16/2019	1168	409	Administrative Review	Pulaski Hi	FSD				
Comments									
Production Records, Templates					Created By			Created Date	
Production record templates for breakfast and lunch can be found on our Production Records webpage ( <a href="https://dpi.wi.gov/school-nutrition/program-requirements/menu-planning/production-records">https://dpi.wi.gov/school-nutrition/program-requirements/menu-planning/production-records</a> ).								12/16/2019 8:21:48 AM	
12/16/2019	1167	409	Administrative Review	Pulaski Hi	FSD				
Comments									
Menu Planning, Field Trips					Created By			Created Date	
If meals are provided to children on a field trip, they must meet daily meal pattern requirements. This means for K-5 students, the daily minimums of each food component for a K-5 student must be met.								12/16/2019 8:20:05 AM	
When there are shortened school weeks (e.g. no school due to a holiday) or field trips, menus do not have to be adjusted. However, menu planners must plan menus in a way that is consistent with the intent of the meal patterns. They should not consistently fail to offer certain vegetable subgroups, for example. The field trip meal was on a day where the only beans/peas subgroup was offered. Therefore, those that were on the field trip did not get to select a bean/pea during the week.									
12/12/2019	1144	409	Administrative Review	Pulaski Hi	FSD				
Comments									
Menu Planning					Created By			Created Date	
The meal pattern requires a minimum amount of each food component per age/grade group to be offered, regardless of what the student chooses to select. Each line needs to meet the daily meal pattern requirements as well as the weekly meal pattern requirements. This means even the kiosk in the other part of the cafeteria must offer the minimums of each component (e.g. 1 cup of fruit, 1 cup of vegetable, etc.) and all vegetable subgroups offered during the week.								12/12/2019 2:14:34 PM	
12/12/2019	1143	409	Administrative Review	Pulaski Hi	FSD				
Comments									
Garden Bar, Serving Sizes					Created By			Created Date	
Fruits and vegetables on a garden bar can credit toward the meal pattern. Even with garden bars, the menu planner must plan a specific portion size that they								12/12/2019 2:13:04 PM	

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intend students to take. If the fruits or vegetables on the garden bar are used to meet the weekly requirements, portion sizes of at least 1/8 cup each should be communicated to students. This encourages students to take the planned amount, and ensures the amount needed for a reimbursable meal is selected.									
12/12/2019	1141	409	Administrative Review	Pulaski Hi	FSD				
<b>Comments</b>									
<b>Raw Leafy Greens</b>						<b>Created By</b>		<b>Created Date</b>	
Raw, uncooked leafy greens credit for half the volume served in their fresh forms. For example, ½ cup of fresh baby spinach credits as ¼ cup dark green vegetable. The same crediting principle applies to iceberg lettuce and other lettuces, even if they are not in the dark green subgroup. If leafy greens are cooked, such as steamed spinach, they credit as the actual volume served.								12/12/2019 2:10:00 PM	
12/12/2019	1139	409	Administrative Review	Pulaski Hi	FSD				
<b>Comments</b>									
<b>School Breakfast Challenge</b>						<b>Created By</b>		<b>Created Date</b>	
School Breakfast Challenge Join schools throughout Wisconsin to increase breakfast participation or to start a new breakfast program. The challenge begins December 2nd, 2019. Schools with the highest increase in breakfast participation will win up to \$1,000! New this year, participate in the Big Cheese bonus round for a chance to win an additional \$1,000 for your program. Prizes are provided by No Kid Hungry. Visit <a href="http://bit.ly/SchoolBreakfastChallenge">http://bit.ly/SchoolBreakfastChallenge</a> for details.								12/12/2019 2:03:07 PM	
In addition, all schools participating in the Challenge are eligible to apply for NKH's breakfast grants. For these grants, there is no free and/or reduced price meal percentage requirement. Grants will support schools with the purchase of approved equipment, materials and program initiatives. Deadline is December 6, 2019. Visit the Hunger Task Force ( <a href="http://bit.ly/SchoolBreakfastChallenge">http://bit.ly/SchoolBreakfastChallenge</a> ) website for details.									
12/12/2019	1137	409	Administrative Review	Pulaski Hi	FSD				
<b>Comments</b>									
<b>Around the World in 80 Trays</b>						<b>Created By</b>		<b>Created Date</b>	
Around the World in 80 Trays Help the SNT reach our goal of 80 SFAs participating in Around the World in 80 Trays. Take the pledge and use the week of January 21-24, 2020 to introduce new flavors, create culturally inspired dishes, explore the tantalizing world of herbs and spices and connect with students. Visit the NSLP webpage for event information. Document the event (pictures, video, sound clips etc) and send to <a href="mailto:DPIFNS@dpi.wi.gov">DPIFNS@dpi.wi.gov</a> so we can share your success on social media!								12/12/2019 2:00:04 PM	
12/11/2019	1126	404	Administrative Review	Sunnyside El	FSD				
<b>Comments</b>									
<b>Salad Bar Signage</b>						<b>Created By</b>		<b>Created Date</b>	
Salad bar signage is a great way to communicate fruit and vegetable serving sizes to students. Although most signage was correct, two were not: the banana and orange each actually credit 1/2 cup. Make sure to update this going forward.								12/11/2019 1:50:16 PM	
12/16/2019		126	Administrative Review		FSD				
<b>Comments</b>									
<b>Application Determinations</b>						<b>Created By</b>		<b>Created Date</b>	
SFAs using electronic application software are still responsible for all aspects of application determination, household notification, and record keeping. Incomplete applications or those with conflicting information must be clarified with the								12/11/2019 1:50:16 PM	

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household before determining. Work with the software developer to manage processes to meet NSLP requirements. Please see <a href="https://dpi.wi.gov/school-nutrition/program-requirements/free-reduced-meal-eligibility/applications">https://dpi.wi.gov/school-nutrition/program-requirements/free-reduced-meal-eligibility/applications</a>		
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