

Administrative Review Guidance and Updates



Kerri Link, MS, RD, SNS
Review Administrator
CSNA June 2017



COLORADO
Department of Education

Together We Can



- **CDE Vision**

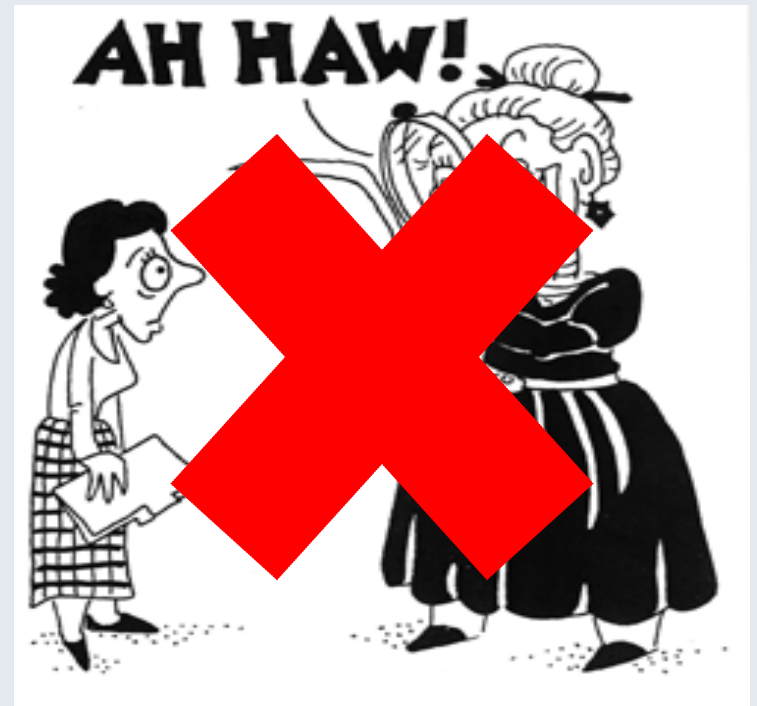
- All students in Colorado will become educated and productive citizens capable of succeeding in society, the workforce, and life.

- **CDE Office of School Nutrition Mission**

- The Office of School Nutrition is committed to ensuring all school-aged children have equal access to healthy meals by supporting, training, and connecting Colorado's child nutrition community.



Friend or Foe?



Learning Objectives



- **Prepare for Administrative Reviews (ARs)**
 - Understand the most common findings from SY 16-17
 - Learn how to use resources, tools, and trainings to prepare for the review
 - Learn from districts that successfully completed the review

1 hour : 3430 Program Management



COLORADO
Department of Education

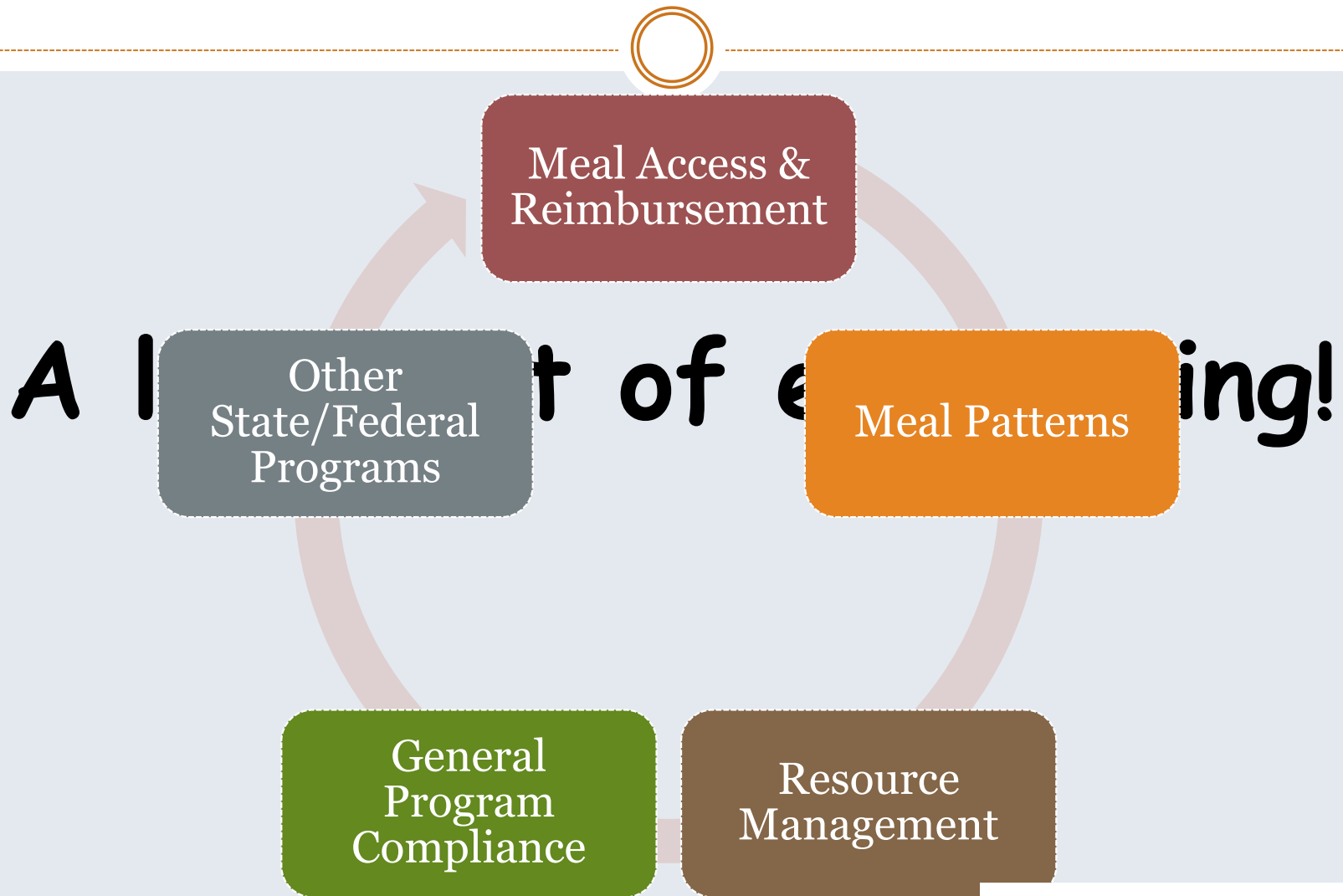
Top Findings SY 16-17



1. Meal components & quantities – lunch
2. Meal components & quantities – breakfast
3. Food Safety
4. Civil Rights
5. Certification and Benefit Issuance



What else do we look at?



AR Resources



- **AR webpage**
 - Review schedules
 - Questions
 - Checklists
 - Tips and resources for each section of the review

<https://www.cde.state.co.us/nutrition/nutreviews>



Training Opportunities



- AR regional and online
- Free and Reduced Price Meals, Direct Certification and Verification
- Fundamentals of Menu Planning
- Procurement
- LOTS of online trainings in every program area

<https://www.cde.state.co.us/nutrition/nutritrainings>



Hear from your Peers!



- Carlynn Fitzgerald
Littleton Public Schools
- Julie Mehle
Lake County R-1
- Lindsay Hull
Mapleton 1





1. How many people did you have working on the review?
2. What worked well in preparing for the review?
3. What organizational tactics did you utilize?
4. How did you get staff ready for the review?
5. What would you have done differently?
6. What was your overall impression of the review?





- Visit website
- Go through checklists
- Seek out training
- Attend AR regional training



AR Timeline



August

- Training dates announced
- OSN reviewers assigned

September

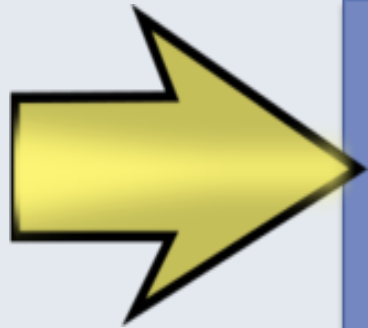
- AR regional training
- Start working with reviewer

November -
April

- On-site reviews
- Reviews officially start a minimum of eight weeks before on-site review



Contact Info



Check out our website!

<https://www.cde.state.co.us/nutrition/nutrireviews>

Email me with any questions!

Link_k@cde.state.co.us



Questions?

