



COMMONWEALTH of VIRGINIA
Department of Education

March 10, 2017

TO: Division Superintendents

FROM: Steven R. Staples, Superintendent of Public Instruction

SUBJECT: Transparency Requirements for Federal Program Administrative Reviews of Local School Nutrition Programs

Section 207 of the *Healthy, Hunger-Free Kids Act of 2010*, which amended Section 22 of the National School Lunch Act (42 U.S.C. 1769c), requires the Virginia Department of Education, Office of School Nutrition Programs (VDOE SNP), to report the final results of the Administrative Review of school division school nutrition programs to the public in an accessible, easily understood manner in accordance with guidelines promulgated by the U.S. Department of Agriculture.

Regulations at 7 CFR 210.18(m) require the VDOE SNP to post a summary of the most recent final Administrative Review results for each school division's school nutrition programs on the state agency's (VDOE SNP) publicly available website no later than 30 days after the state agency provides the results of the Administrative Review to the school division's school nutrition program. VDOE SNP must also make a copy of the final Administrative Review report available to the public upon request.

The public posting of Administrative Review results is anticipated to begin in March 2017, and the information will be posted on the VDOE SNP webpage at:

<http://www.doe.virginia.gov/support/nutrition/index.shtml>. A sample reporting template that will be used to report the results of the Administrative Review is shown in Attachment A.

Information on this federal reporting requirement was disseminated to division school nutrition program contacts at the Fall 2016 School Nutrition Program's Regional Meetings.

Questions regarding the school nutrition program federal Administrative Review process should be directed to Dr. Sandy Curwood, Director of School Nutrition Programs, at (804) 225-2074 or by email at sandra.curwood@doe.virginia.gov.

SRS/SCC/ag

Attachment:

- A. [Virginia Department of Education Federal Program Administrative Review School Nutrition Program Summary](#) (Word)