

**CACFP Centers
Summation Report**

Agency Name: Bishop Indian Tribal Council Education Center	Vendor Number: 22750Z	CNIPS ID: 04020-CACFP-14-TG-IC	Review ID: 30888
Address: 405 North Barlow	City: Bishop	Zip: 93514-8058	County: Inyo
Contact Person: Susie Cisneros	Title: Head Start Director	Telephone: 760-872-3911	
Program Types: <input type="checkbox"/> Adult Care <input type="checkbox"/> At-risk <input type="checkbox"/> Child Care <input type="checkbox"/> Emergency Shelters <input checked="" type="checkbox"/> Head Start <input type="checkbox"/> School Age			
Type of Review: <input checked="" type="checkbox"/> First <input type="checkbox"/> First Follow-up <input type="checkbox"/> Second Follow-up <input type="checkbox"/> Ninety-day <input type="checkbox"/> Program Assistance			
Areas Reviewed for Compliance			
Performance Standard 1: Financial Viability		Performance Standard 3: Program Accountability	
<input type="checkbox"/> 100 Financial Management		<input type="checkbox"/> 300 Enrollment	
Performance Standard 2: Administrative Capability		<input type="checkbox"/> 500 Eligibility	
<input type="checkbox"/> 200 Procurement Procedures		<input type="checkbox"/> 600 Meal Counts	
<input type="checkbox"/> 220 Program Resources		<input type="checkbox"/> 700 Licensing Requirements	
<input type="checkbox"/> 240 Policies and Procedures		<input type="checkbox"/> 800 Meal Requirements	
<input type="checkbox"/> 280 Pricing Program		<input type="checkbox"/> 900 Fiscal Accountability	
		<input type="checkbox"/> 1000 Training	
		<input type="checkbox"/> 1100 Facility Review	
		<input type="checkbox"/> 1200 Safety and Sanitation	
		<input type="checkbox"/> 1300 Civil Rights	
Summary of Review Findings			
Review Month: <u>February 2021</u>		Review Dates: <u>April 2-12, 2021</u>	
<input checked="" type="checkbox"/> All areas found to be in compliance. No action is required. This review is closed. Congratulations on an excellent administrative review (AR).			
<input type="checkbox"/> One or more performance standards (PS) were not in compliance. The noncompliant areas are checked above.			
<input type="checkbox"/> A follow-up review may be conducted because of noncompliance in PS 1, PS 2, or PS 3.			
<input type="checkbox"/> Serious deficiencies (SD) were found during your AR. If permanent, acceptable corrective action documentation (CAD) is not implemented, the California Department of Education (CDE) will propose to terminate your Child and Adult Care Food Program (CACFP) agreement. If the CACFP agreement is terminated, your organization and responsible parties will be placed on the National Disqualified List (NDL) and will remain on the NDL until such time as the CDE, in consultation with the U.S. Department of Agriculture (USDA) Food and Nutrition Service (FNS) determines that the SDs have been corrected, or until seven years after their disqualification. However, if any debt relating to the SDs has not been repaid, your organization and responsible parties will remain on the NDL until the debt has been repaid. These actions are being taken pursuant to Title 7, <i>Code of Federal Regulations (7 CFR)</i> , sections 226.6(c)(3) and (7)(v).			
Agency is required to submit CAD by: <u>N/A</u> Submit CAD to: <div style="text-align: right;"> Laurie Brackett, Child Nutrition Consultant California Department of Education Nutrition Services Division 2550 Fulton Road Pomona, CA 91767 Phone: 909-360-3665 E-mail: lbrackett@cde.ca.gov </div>			
The findings of this review are the results of an assessment of a sample of your program records for the current year. All program records must be retained for a period of three years plus the current year.			
Signature of Agency Representative: <i>Susie Cisneros</i>			Date: <i>4/16/21</i>
Signature of State Representative: <i>Laurie Brackett</i>			Date: 4/16/2021
(Agency signature does not designate agreement with reviewer comments)			

Summation Report

Agency Name: Bishop Indian Tribal Council Education Center	Vendor Number: 22750Z	CNIPS ID: 04020-CACFP-14-TG-IC	Review ID: 30888
---	--------------------------	-----------------------------------	---------------------

Comments:

The California Department of Education (CDE), Nutrition Services Division (NSD), completed an Administrative Review (AR) of the Bishop Indian Tribal Council Education Center Head Start CACFP on April 2, 2021. February 2021 was the month of review, since this was the last claim submitted in the Child Nutrition Information System (CNIPS).

Due to the COVID-19 pandemic, the NSD implemented USDA Child Nutrition Response #8: Nationwide Waiver of Onsite Monitoring Requirements in the CACAP for state agencies. The AR process was completed remotely through a desk audit.

At the time of the AR, Bishop Head Start program was operating under the following USDA Nationwide Child Nutrition Response's Waivers in Child Nutrition Programs:

- #1 Meal Service Time Flexibility
- #33 Non-Congregate Feeding
- #36 Meal Pattern Flexibility

Site Visit:

One unannounced virtual lunch site visit was conducted at the Bishop Head Start/17996 on February 25, 2021. In addition to staff interviews and a video conference call, staff uploaded pictures of the meal service operation, signage for civil rights, kitchen prep/storage areas, serving lines, foods served with labels, menus, and meal counting systems.

Commendations/Highlights:

The reviewer would like to thank Susie Cisneros for the courtesy and cooperation during the review. Documentation was uploaded in an organized easy to follow system. Despite staffing issues and pivoting between in care service and distance learning due to COVID-19 outbreaks, Susie always made time to answer questions, provide clarifications, and participate in virtual phone meetings.

Bishop Head Start updated procedures to reflect COVID-19 operations. Systems were in place to obtain both CDE and parental consent for the home meal delivery option. Conducting daily delivery of hot and nutritious meals to homes required teamwork from a variety of site staff including the Bus Drivers/Monitors, Teachers, Food Corp volunteer, Health & Disabilities Specialist and Janitor-well done!

The compliance areas of review are listed on page one of this summation report. No findings were identified and no further action is required. Congratulations on the review.

Resources provided for further guidance on the CACFP:

- **Compliance Area 800: Meal Requirements**

Operating in a rural location of Inyo County, Bishop Head Start applied for and received approval to have the option to implement USDA's Meal Pattern Flexibilities when needed. Just a reminder that once the flexibilities expire in June 2021, compliance to the meal pattern requirements as set forth in 7CFR 226.20 is expected.

The CDE's updated Medical Statement Form is available in CNIPS Download Forms. CNP Form 925 streamlines the description of the participant's physical or mental impairment affected by allergy/sensitivity.

When a fluid milk substitution is not a result of a disability, the nondairy beverage must be nutritionally equivalent to milk. For more information on Nutrition Requirements for Fluid Milk in the CACFP, refer to NSD Management Bulletin CACFP-02-2020 at: <https://www.cde.ca.gov/ls/nu/cc/mbcacfp022020.asp>

Summation Report



Agency Name: Bishop Indian Tribal Council Education Center	Vendor Number: 22750Z	CNIPS ID: 04020-CACFP-14-TG-IC	Review ID: 30888
---	--------------------------	-----------------------------------	---------------------

Comments:

More information on crediting requirements for luncheon meats in the CACP can be located in the USDA's Food Buying Guide and in the updated Crediting Handbook for the Child and Adult Care Food Program.

- **Compliance Area 900: Fiscal Accountability**

If in the future program year, the Tribal Council would like to charge an Indirect Cost Rate, contact the CDE assigned CACFP Analyst for direction and approval.

Signature of Agency Representative: 	Date: 4/16/21
Approval Signature of State Representative: 	Date: 4/16/2021

