



**Office of Integrated Student Supports
Seamless Summer Option (SSO) Program Evaluation
SSO Review Preparation**

Sponsors participating in the Seamless Summer Option (SSO) Program undergo a review once every three years coinciding with the Administrative Review. Keep the following information organized and accessible for the selected sites/buildings as it will assist the education program specialist with this review:

1. Menus and production records (self-prepared) or delivery receipts (vended)
2. Daily meal count records
3. Copy of advertising materials/media release
4. Meal signage at the beginning of the serving line for all meals
5. Nondiscrimination statement on all materials (fliers, menus, etc.; "This institution is an equal opportunity provider" is considered sufficient.)
6. "Justice for All" poster must be clearly visible to participants.
7. Two varieties of milk offered; low-fat and fat free or flavor choice
8. Ensure that the most recent health inspection report is posted for public view in the cafeteria/serving area
9. Documentation of two food safety/health inspections in the current school year
10. Special dietary need documents, if applicable
11. Food safety program evidence
12. Completed self-review form