**STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY**

Section 207 of the HHFKA amended section 22 of the NSLA (42 U.S.C. 1769c) to require State agencies to report the final results of the administrative review to the public in an accessible, easily understood manner in accordance with guidelines promulgated by the Secretary. Regulations at 7 CFR 210.18(m) requires the State agency to post a summary of the most recent final administrative review results for each SFA on the State agency's publicly available website no later than 30 days after the SA provides the final results of the administrative review to the SFA. The SA must also make a copy of the final administrative review report available to the public upon request.

**School Food Authority Name:** **Farmington River Regional**

**Date(s) of Administrative Review:** 04/08/2024

**Date review results were provided to the School Food Authority:** 04/08/2024

**Date review summary was publicly posted:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The review summary must cover access and reimbursement (including eligibility and certification review results), an SFA's compliance with the meal patterns and the nutritional quality of school meals, the results of the review of the school nutrition environment (including food safety, local school wellness policy, and competitive foods), compliance related to civil rights, and general program participation. At a minimum, this would include the written notification of review findings provided to the SFAs Superintendent or equivalent as required at 7 CFR 210.18(i)(3).

**General Program Participation**

1. What Child Nutrition Programs does the School Food Authority participate in? (Select all that apply)

School Breakfast Program

National School Lunch Program

Fresh Fruit and Vegetable Program

Afterschool Snack

Special Milk Program

Seamless Summer Option

1. Does the School Food Authority operate under any Special Provisions? (Select all that apply)

Community Eligibility Provision

Special Provision 1

Special Provision 2

Special Provision 3

**Review Findings**

1. Were any findings identified during the review of this School Food Authority?

Yes  No

If yes, please indicate the areas and what issues were identified in the table below.

**REVIEW FINDINGS**

|  |
| --- |
| Program Access and Reimbursement |
| Certification & Benefit Issuance |
| * Incorrect conversion factors were used when processing applications that indicated more than one income frequency. |
| * Some households were not notified of student's eligibility according to regulations. |
| * The School Food Authority did not perform Direct Certification matches according to the required timeframes. |
| Verification |
| * Some or all of the applications selected for verification were not verified correctly. |
| * Some or all of the student's eligibility status were not increased later than 3 calendar days or decreased no later than 10 calendar days from the final verification decision. |
| * The School Food Authority did not meet the follow-up requirements for households failing to respond to the verification request. |
| * The School Food Authority did not update the eligibility status on the benefit issuance document(s) or Point Of Service software for students whose eligibility changed due to verification. |
| * The School Food Authority's notice of adverse action is missing some or all of the required information. |
| * The verification notification letter is missing some or all of the required information. |
| Meal Counting & Claiming- Lunch Program |
| * One or more meal service lines did not provide an accurate count of meals at the point of service (or approved alternate). |
| Meal Patterns and Nutritional Quality |
| Meal Components & Quantities- Lunch Program |
| * One or more of the lunch meals observed, on the day of review, did not contain all of the required meal components. |
| * Serve Only was not implemented correctly. |
| * Some of the reviewed lunch meals during the review period indicated that all of the required meal components per weekly meal pattern requirements were not offered and served to students. |
| Dietary Specifications & Nutrition Analysis |
| * The School Food Authority does not maintain documentation to support dietary specifications are compliant. (Calories, Saturated Fat, Sodium and Trans Fat) at breakfast. |
| * The School Food Authority does not maintain documentation to support dietary specifications are compliant. (Calories, Saturated Fat, Sodium and Trans Fat) at lunch. |
| School Nutrition Environment |
| Food Safety |
| * A review of agricultural food components indicated violations of the Buy American provision (7 CFR 210.21(d)) either during review of products on-site at reviewed schools or at off-site storage facilities as applicable. |
| * One or more foodservice employees do not know fire extinguisher procedures. |
| * The most recent food safety inspection is not publicly posted in a visible location. |
| * There is limited documentation to determine if domestic alternatives were considered and if an exception was granted by the School Food Authority. |
| Local School Wellness Policy |
| * The local school wellness policy does not contain the required elements. The policy is missing policies for food and beverage marketing. |
| * The School Food Authority does not have documentation demonstrating the local school wellness policy has been made available to the public. |
| * The School Food Authority does not have documentation demonstrating the results of the assessment have been made available to the public. |
| * The School Food Authority has not maintained documentation to support the policy has been reviewed and updated within the past three (3) years. |
| Civil Rights |
| * The School Food Authority's district-wide civil rights policy does not include meal modification information. |

|  |
| --- |
| ***Noteworthy Observations*** |
| The Review Team found the following noteworthy items: Staff was very pleasant to work with. They acknowledge all the students that came through the line. It was noticeable that they take pride in their work and the food looked great! |