**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:** **Valley View School**

**Date(s) of Administrative Review:** 04/23/2024

**Date review results were provided to the School Food Authority:** 04/23/2024

**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**

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| Program Access and Reimbursement |
| Meal Counting & Claiming- Lunch Program |
| * The counts for some or all of the schools were incorrectly consolidated and claimed by the SFA. |
| Afterschool Snack Program |
| * Records provided indicated that snacks were claimed with less than two (2) components. |
| * The program has not been monitored within the first four (4) weeks of operation. |
| Meal Patterns and Nutritional Quality |
| Meal Components & Quantities- Lunch Program |
| * Lunch production records and/or other supporting documentation for the review period did not indicate that planned menu quantities met meal pattern requirements. |
| * The school did not comply with the planned lunch menu for the review period. |
| School Nutrition Environment |
| Food Safety |
| * Foods are not rotated properly according to accepted practice. |
| * Student workers are not properly attired and/or supervised. |
| * The most recent food safety inspection is not publicly posted in a visible location. |
| * The School Food Authority does not have a written food safety program that covers any facility or part of a facility where food is stored prepared or served in the district. |
| Local School Wellness Policy |
| * 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 on file demonstrating an assessment of the local school wellness policy is conducted every three (3) years. |
| * The School Food Authority has not maintained documentation to support the policy has been reviewed and updated within the past three (3) years. |
| * The School Food Authority has not maintained meeting minutes that list who is on the wellness committee and/or content being discussed. |
| Smart Snacks |
| * Some or all of the food/beverages sold to students during the school day did not meet the Competitive Food standards. |
| Civil Rights |
| * Some or all of the program materials were missing the non-discrimination statement. |
| * The nondiscrimination statement posted on the School Food Authority's website is not in compliance with USDA criteria. |
| * The School Food Authority does not have a procedure for receiving and processing complaints alleging civil rights discrimination within FNS school meal programs. |
| * The School Food Authority does not maintain medical statements for students with a disability requesting meal modifications that fall outside of the meal pattern. |
| * The School Food Authority does not provide services to households compromised of persons with Limited English Proficiency (LEP). |

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| ***Noteworthy Observations*** |
| The Review Team found the following noteworthy items: Great meal offerings, clean facility, staff helpful during review. Several aspects of the administration of the program are in need of improvement and staff seemed willing to learn and make changes. |