**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:** **Whitman-Hanson Regional School District**

**Date(s) of Administrative Review:** 05/09/2022

**Date review results were provided to the School Food Authority:** 05/09/2022

**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)

[x]  School Breakfast Program

[x]  National School Lunch Program

[ ]  Fresh Fruit and Vegetable Program

[x]  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?

 [x]  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 and Claiming |
| * The school food authority shall establish internal controls which ensure the accuracy of lunch counts prior to the submission of the monthly Claim for Reimbursement. One or more meal service lines did not provide an accurate count of meals at the point of service (or approved alternate).
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| * There were one or more days when the lunch counts exceeded the number of attendance adjusted eligible student.
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| Meal Patterns and Nutritional Quality |
| Meal Components and Quantities |
| * One or more of the required meal components were not available on every reimbursable meal service line to all participating students during the meal service.
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| * One or more of the required meal components were not available on every reimbursable meal service line to all participating students prior to the beginning of meal service.
 |
| * There is no signage explaining what constitutes a reimbursable lunch to students for all applicable grade groups.
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| 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.
 |
| * Correct temperatures are not being maintained. One or more temperature violations were observed of equipment (cooler, freezers, dish machine).
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| * One or more foodservice employees have not been trained on fire extinguisher procedures. All foodservice employees must be trained to use the fire extinguisher(s).
 |
| * There are not safeguards against theft and damage. Facilities for the handling, storage, and distribution of purchased and donated foods must properly safeguard against theft.
 |
| * There is limited documentation to determine if domestic alternatives were considered and if an exception was granted by the SFA because the agricultural food component is not produced or manufactured in the U.S. in sufficient and reasonably available quantities of a satisfactory quality or competitive bids reveal the costs of domestic agricultural food components are significantly higher than the non-domestic ones.
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| 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 local school wellness policy must contain policies for food and beverage marketing that allow marketing and advertising of only those foods and beverages that meet the Smart Snacks in School nutrition standards.
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| * The local school wellness policy does not contain the required elements. The wellness policy is missing goals for nutrition promotion and education, physical activity and/or other school-based activities. The local school wellness policy is required to contain goals for nutrition education, nutrition promotion, other school-based activities to promote student wellness, and physical activity.
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| * The local school wellness policy does not contain the required elements. The wellness policy is missing nutrition guidance for some or all foods available on school campus. The local school wellness policy is required to contain guidelines for school meal standards, competitive foods and beverages, and any other foods available during the school day.
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| * The SFA has not maintained documentation to support the policy has been reviewed and updated within the past three years. Documentation of efforts to review and update the policy, including who was involved in the process and how stakeholders were made aware of their ability to participate, must be maintained.
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| ***Noteworthy Observations*** |
| The Review Team found the following noteworthy items: Nadine was very knowledge about the program and open to feedback. She fixed things immediately as they were pointed out during the review and had a thorough understanding of the regulations and expectations. |