**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:** **Carlisle Public Schools Committee**

**Date(s) of Administrative Review:** 03/27/2023

**Date review results were provided to the School Food Authority:** 03/28/2023

**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 and Claiming |
| * One or more meal service lines did not provide an accurate count of meals at the point of service (or approved alternate). |
| * The School Food Authority's meal counting system contained overt identification of students receiving meals. |
| Meal Patterns and Nutritional Quality |
| Meal Components and Quantities |
| * Lunch production records and/or other supporting documentation for the review period did not indicate that planned menu quantities met meal pattern requirements.; The daily minimum quantity requirements for lunch are not met for the age/grade group being offered.; The schools' menu does not comply with the required age/grade groups lunch meal pattern requirements. |
| 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. |
| * Extermination records are not available for determination of pest control. |
| * Foods are not rotated properly according to accepted practice.; One or more storage violations were observed. The school did not ensure that the storage, preparation and service of food are maintained. |
| * No one in the kitchen is trained in choke saving procedures. |
| * 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. |
| 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 and nutrition guidance for some or all foods available on school campus. |
| * The School Food Authority does not have documentation demonstrating the results of the assessment have been made available to the public. |
| Smart Snacks |
| * Beverages do not meet requirements for the youngest age.; Foods/beverages sold to students in the cafeteria do not meet Smart Snacks standards |
| Civil Rights |
| * Some or all of the program materials were missing the non-discrimination statement. |
| * Some or all staff who interact with program applications or participants and/or their supervisors have not received civil rights training. |
| * 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 have or has not maintained a civil rights complaint log to track any written or verbal complaints alleging discrimination in FNS Programs. |
| * The School Food Authority's district-wide civil rights policy does not include meal modification information. |
| * The School Food Authority's written civil rights complaint procedure within the school meals program does not include some or all of the required content. |

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| ***Noteworthy Observations*** |
| The Review Team found the following noteworthy items: The staff on site was wonderful. They were all very nice and had such positive attitudes. Their main goal was feeding the kids with great looking food that the students enjoyed. |