**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:** **Wellesley Public Schools**

**Date(s) of Administrative Review:** 04/03/2023

**Date review results were provided to the School Food Authority:** 04/06/2023

**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 |
| Verification |
| * Some or all of the applications selected for verification were not verified correctly. |
| Meal Counting and Claiming |
| * The individual submitting the claim is not listed in the Authorized Signatures. |
| Meal Patterns and Nutritional Quality |
| Meal Components and Quantities |
| * One or more of the lunch meals observed, on the day of review, did not contain all of the required meal components. |
| * One or more of the lunch meals observed, on the day of review, did not contain all of the required meal components. |
| * One or more of the required meal components were not available on every reimbursable meal service line to all participating students during the lunch meal service. |
| School Nutrition Environment |
| Food Safety |
| * Both of the school's food safety inspections are not from the current school year.; The School Food Authority did not have documentation to indicate that the School Food Authority requested two (2) inspections in the current school year from the local board of health.; Two (2) food safety inspections were not received in the previous year. |
| * 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. |
| * 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 does not have documentation on file demonstrating an assessment of the local school wellness policy is conducted every three years. |
| Civil Rights |
| * The approved "And Justice for All" poster was not posted in a prominent location and visible to all program participants. |
| * The School Food Authority did not use the Nuts and Bolts OnDemand: Civil Rights in Child Nutrition Programs to train staff. |
| * 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'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: Overall the program was great! The kids seemed to enjoy the food that was being served and staff seemed to enjoy their work. |