**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:** **NORTH RIVER COLLABORATIVE**

**Date(s) of Administrative Review:** 12/13/2023

**Date review results were provided to the School Food Authority:** 12/13/2023

**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 |
| Certification & Benefit Issuance |
| * Some of the households were not notified of student's eligibility according to regulations. |
| School Nutrition Environment |
| Food Safety |
| * A review of agricultural food components indicated violations of the Buy American provision either during review of products on-site or at off-site storage facilities as applicable; There is limited documentation to determine if domestic alternatives were considered and if an exception was granted by the SFA. |
| * Food temperatures are not taken and recorded on a regular basis. |
| * One or more foodservice employees do not know fire extinguisher procedures. |
| * The school does not have a copy of the written food safety plan onsite; 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; The School Food Authority's standard operating procedures (SOPs) were not implemented; The written food safety program does not contain or is missing HACCP principles. |
| * The School Food Authority (SFA) 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. |
| Local School Wellness Policy |
| * The local wellness policy did not indicate the availability of free potable water during meals. The WellSAT3.0 Assessment Tool and the Massachusetts School Wellness Coaching Program provide guidance to include the availability of free potable water during meals in the local wellness policy. |
| Civil Rights |
| * The nondiscrimination statement posted on the School Food Authority's (SFA) website is not in compliance with USDA criteria. |
| * The public release does not contain the required components. |
| * 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 District and Food Service Director are doing an excellent job of implementing the USDA regulations in ways that recognize and support the unique school culture. |