**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:** **Rockland School Committee**

**Date(s) of Administrative Review:** 05/16/2022

**Date review results were provided to the School Food Authority:** 05/16/2022

**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

[ ]  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 |
| Verification |
| * ESE was unable to confirm that the verified applications on file match the number reported on the most recently submitted FNS-742.
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| * Some or all of the applications selected for verification were not determined correctly.
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| * The SFA did not complete the annual verification process by November 15th. The SFA must complete the verification process no later than November 15 of each school year.
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| * The SFA did not complete the annual verification process. The local educational agency must verify eligibility of children in a sample of household applications approved for free and reduced price meal benefits for that school year.
 |
| * The verification notification letter is missing some or all of the required information. Households selected for verification must be informed that:They are required to submit the requested information, proof that the children receive benefits and confirm that their children are foster, homeless, migrant, or runaway. Failure to cooperate with verification efforts will result in the termination of benefits.
 |
| School Nutrition Environment |
| Food Safety |
| * No one in the kitchen is trained in choke saving procedures. A minimum of one (1) foodservice employee must be trained in choke saving procedures.
 |
| 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 does not have documentation demonstrating the results of the assessment have been made available to the public. The SFA must make available to the public the Triennial Assessment, including progress toward meeting the goals of the policy.
 |
| * The SFA does not have documentation on file demonstrating an assessment of the location school wellness policy is conducted every three years. SFAs must conduct an assessment of the wellness policy every 3 years, at a minimum. This assessment will determine compliance with the wellness policy, how the wellness policy compares to model wellness policies, and progress made in attaining the goals of the wellness policy.
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| * The SFA has not maintained meeting minutes. Meeting minutes must be maintained on file and should list who is on the wellness committee and content being discussed.
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| Smart Snacks |
| * Foods/beverages sold to students in School Stores do not meet Smart Snacks standards.
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| ***Noteworthy Observations*** |
| The Review Team found the following noteworthy items: The food service direction does a wonderful job with menus, menu offerings and display of choice for the students. She is extremely passionate about school food service for the students and her staff. The district was cooperative and accommodating during the review. |