**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:** **Salem Academy Charter School**

**Date(s) of Administrative Review:** 04/26/2022

**Date review results were provided to the School Food Authority:** 04/26/2022

**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 |
| Verification |
| * The applications selected for verification were not appropriate for the sample size option used. An error prone application is an approved household application with a monthly income within $100 or annual income within $1,200 of the applicable income eligibility limit for free or for reduced meals. Error prone applications should be selected as priority of the sample size.
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| Meal Patterns and Nutritional Quality |
| Meal Components and Quantities |
| * A school must offer the food components and quantities required in the lunch meal pattern. The schools' menu does not comply with the required age/grade group meal pattern requirements.
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| * Fluid milk was not made available in at least the two required varieties throughout the serving period on all meal service lines. Schools must offer students a variety (at least two different options) of fluid milk. All milk must be fat-free or low-fat. Milk with higher fat content is not allowed. Fat-free fluid milk may be flavored or unflavored, and low-fat fluid milk must be unflavored.
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| * Some of the reviewed meals during the review period indicated that all of the required meal components per weekly meal pattern requirements were not offered and served to students.
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| * The daily minimum quantity requirements are not met for the age/grade group being offered.
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| School Nutrition Environment |
| Food Safety |
| * Food temperatures are not taken and recorded on a regular basis. Food temperatures must be taken on a regular basis and recorded.
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| * 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.
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| Local School Wellness Policy |
| * 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.
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| Civil Rights |
| * The SFA did not publish a public release as required. At or near the beginning of the school year, the SFA must publish a public release to inform applicants, participants, and potentially eligible persons of the program availably, program rights and responsibilities, the policy of nondiscrimination, and the procedure for filing a complaint.
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| * The SFA does not have a procedure for receiving and processing complaints alleging civil rights discrimination within FNS school meal programs.
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| ***Noteworthy Observations*** |
| The Review Team found the following noteworthy items: Kitchen was clean and well organized. Food Service Director does a great job working with limited space to serve students. |