**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:** **Brandon Residential Treatment Center**

**Date(s) of Administrative Review:** 05/08/2023

**Date review results were provided to the School Food Authority:** 05/11/2023

**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)

[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 |
| Certification and Benefit Issuance |
| * Some of the households were not notified of student's eligibility according to regulations.
 |
| Meal Counting and Claiming |
| * One or more breakfast counts were incorrectly used in the Claim for Reimbursement.; There were questionable patterns in the reported breakfast meal counts in the review period.
 |
| * The counts for some or all of the schools were incorrectly consolidated and claimed by the SFA.
 |
| * There was a difference between the SFA's claim and the Stage Agency's validated counts for lunch and/or breakfast for one or more schools for the review period. This is a systemic error.
 |
| Meal Patterns and Nutritional Quality |
| Meal Components and Quantities |
| * Some of the reviewed lunch 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.
 |
| 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.
 |
| * Foods are not rotated properly according to accepted practice.
 |
| * Kitchen was not in compliance with acceptable health and sanitation practices.
 |
| * One or more foodservice employees do not know fire extinguisher procedures.
 |
| * Program facilities are not off-limits to unauthorized personnel.
 |
| * Student workers are not properly attired and/or supervised.
 |
| * The most recent food safety inspection is not publicly posted in a visible location.
 |
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 |
| * There is limited documentation to determine if domestic alternatives were considered and if an exception was granted by the SFA.
 |
| Local School Wellness Policy |
| * The School Food Authority does not have documentation demonstrating the results of the assessment have been made available to the public.
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| * The School Food Authority has not maintained documentation to support the policy has been reviewed and updated within the past three years.
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| * The School Food Authority has not maintained meeting minutes that list who is on the wellness committee and/or content being discussed.
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| Civil Rights |
| * During the meal observation, a transgender student was being harassed by other students. Such actions/behaviors can cause harm, affecting student safety in the cafeteria/dining hall, ultimately affecting a student's access to meals. The observations were discussed as part of the exit meeting with Food Service Staff and CEO.
 |
| * Some or all of the program materials were missing the non-discrimination statement.
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| * The School Food Authority did not publish a public release as required.
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| * The School Food Authority's district-wide civil rights policy does not include meal modification information.
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| ***Noteworthy Observations*** |
| The Review Team found the following noteworthy items: Food Service Staff are very dedicated to what they do and invested in the children enrolled in the program. |