**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:** **SOMERSET-BERKLEY REG SCH DISTR**

**Date(s) of Administrative Review:** 01/09/2023

**Date review results were provided to the School Food Authority:** 01/12/2023

**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 |
| Meal Counting and Claiming |
| * School lunch is not offered on the half day before Thanksgiving.
 |
| * 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.
 |
| Offer versus Serve |
| * Offer versus serve (OVS) is not properly being implemented at the school.
 |
| 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.
 |
| * One or more storage violations were observed. The school did not ensure that the storage, preparation and service of food are maintained.
 |
| * 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 on file demonstrating an assessment of the local school wellness policy is conducted every three years.
 |
| Smart Snacks |
| * Foods/beverages sold to students in the cafeteria do not meet Smart Snacks standards
 |
| Civil Rights |
| * 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 does not have or has not maintained a civil rights complaint log to track any written or verbal complaints alleging discrimination in FNS Programs.
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| * The School Food Authority's district-wide civil rights policy does not include meal modification information.
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| * 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: Staff were accommodating during the review and the Food Service Director was interested in feedback. |