**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:** **Argosy Collegiate Charter School**

**Date(s) of Administrative Review:** 02/14/2024

**Date review results were provided to the School Food Authority:** 02/14/2024

**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)

[x]  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 & Benefit Issuance |
| * Some households were not notified of student's eligibility according to regulations.
 |
| * The Local Education Agency representative is not using their own username/password to login to the Virtual Gateway.
 |
| * The School Food Authority did not perform Direct Certification matches according to the required timeframes.
 |
| Meal Patterns and Nutritional Quality |
| Offer versus Serve- Lunch Program |
| * 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 either during review of products on-site or at off-site storage facilities as applicable.
 |
| * Both of the school's food safety inspections are not from the current school year.
 |
| * One or more storage violations were observed. The school did not ensure that the storage, preparation and service of food are maintained.
 |
| * The most recent food safety inspection is not publicly posted in a visible location.
 |
| * The School Food Authority 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.
 |
| * There is limited documentation to determine if domestic alternatives were considered and if an exception was granted by the SFA.
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| 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; The School Food Authority does not have documentation on file demonstrating an assessment of the local school wellness policy is conducted every three (3) years.
 |
| * The School Food Authority has not maintained documentation to support the policy has been reviewed and updated within the past three (3) 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 |
| * The nondiscrimination statement posted on the School Food Authority's website is not in compliance with USDA criteria.
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| * The School Food Authority did not publish a public release as required.
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| * The School Food Authority does not have a procedure for receiving and processing complaints alleging civil rights discrimination within FNS school meal programs.
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| * 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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| ***Noteworthy Observations*** |
| The Review Team found the following noteworthy items: Staff were open to technical assistance and are actively working on improving the NSLP program for their students. |