**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:** **Cambridge School Department**

**Date(s) of Administrative Review:** 12/02/2024

**Date review results were provided to the School Food Authority:** 12/23/2024

**Date review summary was publicly posted:** 01/6/2025

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)

School Breakfast Program

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?

Yes  No

If yes, please indicate the areas and what issues were identified in the table below.

**REVIEW FINDINGS**

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| Meal Patterns and Nutritional Quality |
| Meal Components & Quantities- Lunch Program |
| * Fluid milk was not made available in at least the two (2) required varieties throughout the serving period on all lunch meal service lines. |
| * One or more of the lunch meals observed, on the day of review, did not contain all of the required meal components. |
| * 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. |
| * The daily minimum quantity requirements for lunch are not met for the age/grade group being offered. |
| * The school did not offer some or most of the planned lunch menu for the day of review which resulted in unacceptable substitutions. |
| 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. |
| * One or more foodservice employees do not know fire extinguisher procedures. |
| * One or more storage violations were observed. The school did not ensure that the storage, preparation and service of food are maintained. |
| * Proper dishwashing procedures are not followed. One or more violations were observed during the pre-rinse, wash, rinse, sanitize and/or drying procedures. |
| * The most recent food safety inspection is not publicly posted in a visible location. |
| * The SFA does not have a regular program of recharging and maintaining the fire extinguisher(s) in operation. |
| * 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. |
| 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's district-wide civil rights policy does not include meal modification information. |
| * 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: SFA excels at transforming cherished family recipes into standardized, culturally authentic meals that students can enjoy. |