**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:** **Judge Baker Guidance Center**

**Date(s) of Administrative Review:** 04/16/2025

**Date review results were provided to the School Food Authority:** 05/08/2025

**Date review summary was publicly posted:** 06/07/2025

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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| Program Access and Reimbursement |
| Meal Counting & Claiming- Lunch Program |
| * One or more lunch counts were incorrectly used in the Claim for Reimbursement. |
| * The individual submitting the claim is not listed in the Authorized Signatures. |
| * The total meal counts from the month of review compared to the meal counts for the day of review were not reasonable. |
| Meal Patterns and Nutritional Quality |
| Meal Components & Quantities- Lunch Program |
| * Lunch production records and/or other supporting documentation for the review period did not indicate that planned menu quantities met meal pattern requirements. |
| Dietary Specifications & Nutrition Analysis |
| * The School Food Authority does not maintain documentation to support dietary specifications are compliant. (Calories, Saturated Fat, Sodium and Trans Fat). |
| 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. |
| * The most recent food safety inspection is not publicly posted in a visible location. |
| * There is limited documentation to determine if domestic alternatives were considered and if an exception was granted by the School Food Authority. |
| Local School Wellness Policy |
| * The School Food Authority does not have documentation demonstrating the local school wellness policy has 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. |
| Civil Rights |
| * Some or all of the program materials were missing the nondiscrimination statement. |
| * The School Food Authority did not publish a public release as required. |
| * 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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| ***Noteworthy Observations*** |
| The Review Team found the following noteworthy items: The Food Service Director assisted with the on-site review and has plans in place for improvements to gain compliance with the meal program regulations. |