



NORTH CAROLINA DEPARTMENT OF PUBLIC INSTRUCTION

Catherine Truitt, *Superintendent of Public Instruction*

www.dpi.nc.gov

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 (SA) to report the 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 SA to post a summary of the most recent final administrative review results for each School Food Authority (SFA) on the SA publicly available website no later than 30 days after the SA provides the 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 (SFA) Name: Henderson Collegiate

SFA Agreement Number: 91B

Date of Administrative Review (Entrance Conference Date): January 24, 2022

Date review results were provided to the SFA: January 27, 2022

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

2. 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

3. Were any findings identified during the review of this School Food Authority?

- ☒ Yes
- ☐ No

4. Is there fiscal action associated with findings identified during the review of this School Food Authority?

- ☒ Yes
- ☐ No

OFFICE OF SCHOOL NUTRITION

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AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

REVIEW FINDINGS		
A. Program Access and Reimbursement		
YES	NO	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Certification and Benefit Issuance – Validation of the SFA’s certification of students’ eligibility for free or reduced-price meals benefits
Finding Detail:		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Verification – Validation of the process used by the SFA to confirm selected students’ eligibility for free and reduced-price meal benefits
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Meal Counting and Claiming – Validation of the SFA’s meal counting and claiming system that accurately counts, records, consolidates, and reports the number of reimbursable meals claimed by category
Finding Detail:		

B. Meal Patterns and Nutritional Quality		
YES	NO	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Meal Components and Quantities – Validation that meals claimed for reimbursement contain the required meal components and quantities
<p>Finding Detail: During the review of production records at lunch, the following documentation issues were noted: • Elementary and middle schools: Production records on January 14, 2022, documented insufficient vegetable offerings at lunch. Students must be offered at least three quarter (3/4) cup of vegetables at lunch; however, the production record recorded one-half (1/2) cup of vegetable offered/available to students. • Elementary school (only): Production records for the week of January 10-14, 2022, documented that weekly grain requirements were not met. Students must be offered a minimum of eight (8) ounce equivalents of grain per week at lunch; however, the production record recorded a total of seven (7) ounce equivalents were offered/available across the week based on the entrees offered each day with the least amount of grain. • High school: Production record on January 14, 2022, documented insufficient vegetable offerings at lunch. Students must be offered at least one (1) cup of vegetables at lunch; however, the production record recorded one-half (1/2) cup of vegetable offered/available to students. Production records for the week of January 10-14, 2022, documented that on two (2) days, daily grain requirements were not met; weekly grain requirements were also not met. Students must be offered a minimum of two (2) ounce equivalents of grain per day and ten (10) ounce equivalents per week at lunch. The production records indicated that a total of one (1) ounce equivalent was offered/available based on the entree with the least amount of grain; no additional grain item was offered for that entrée. The amount of grain offered across the week of review was nine (9) ounce equivalents. In the review of meal counting and claiming, reviewers were unable to validate the number of breakfasts claimed for reimbursement. The totals from the Point-of-Sale rosters did not equal the claim for reimbursement. December 2021 (Month of Review) – There will be a reclaim for meal counting and claiming at breakfast for thirty-three (33) meals; the amount of the reclaim for December 2021 at breakfast is \$81.26. November 2021 – There will be a reclaim for meal counting and claiming at breakfast for sixteen (16) meals; the amount of the reclaim for November 2021 at breakfast is \$39.40. October 2021 – There will be a reclaim for meal counting and claiming at breakfast for two (2) meals; the amount of the reclaim for October 2021 at breakfast is \$4.93. Finding 2: In the review of meal counting and claiming, reviewers were unable to validate the number of breakfasts claimed for reimbursement for the following months. August 2021 – There will be a reclaim for meal counting and claiming at breakfast for four hundred and twenty-nine (429) meals; the amount of the reclaim for August 2021 at breakfast is \$1,056.42. September 2021 - There will be a reclaim for meal counting and claiming at breakfast for five hundred and seventeen (517) meals; the amount of the reclaim for September 2021 at breakfast is \$1,273.11. The total reclaims for meal counting and claiming errors at breakfast is \$2,455.12. In the review of meal counting and claiming, reviewers were unable to validate the number of lunches claimed for reimbursement. The totals from the Point-of-Sale rosters did not equal the claim for reimbursement. December 2021 (Month of Review) – There will be a reclaim for meal counting and claiming at lunch for thirty-six (36) meals; the amount of the reclaim for December</p>		

2021 at lunch is \$155.43. November 2021 – Reviewers deemed the meal counting and claiming at lunch to be accurate in November 2021. October 2021 – There was an underclaim for meal counting and claiming at lunch for seven hundred and thirty-eight (738) meals; the amount of the underclaim for October 2021 at lunch is \$3,186.32. Finding 2: In the review of meal counting and claiming, reviewers were unable to validate the number of lunches claimed for reimbursement for the following months. August 2021 – There will be a reclaim for meal counting and claiming at lunch for six hundred eighty-four (684) meals; the amount of the reclaim for August 2021 at lunch is \$2,953.17. September 2021 - There will be a reclaim for meal counting and claiming at lunch for seven hundred forty-six (746) meals; the amount of the reclaim for September 2021 at lunch is \$3,220.86. The total reclaims for meal counting and claiming errors at lunch is \$3,143.14.

<input type="checkbox"/>	<input checked="" type="checkbox"/>	Offer versus Serve (OVS) (provision that allows students to decline some of the food components offered) – Validation of the SFA’s compliance with OVS requirements, if applicable
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Finding Detail:

<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dietary Specifications and Nutrient Analysis – Validation that meals offered to children through the School Nutrition programs are consistent with federal standards for calories, saturated fat, sodium, and <i>trans</i> fat
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Finding Detail:

C. School Nutrition Environment

YES	NO	
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<input type="checkbox"/>	<input checked="" type="checkbox"/>	Food Safety – Validation that all selected schools meet the food safety and storage requirements, and comply with the Buy American provisions specified by the regulations
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Finding Detail:

<input type="checkbox"/>	<input checked="" type="checkbox"/>	Local School Wellness Policy – Review of the SFA’s established Local School Wellness Policy
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Finding Detail:

<input type="checkbox"/>	<input checked="" type="checkbox"/>	Competitive Foods – Validation of the SFA’s compliance with regulations for all food and beverages to students outside of the reimbursable meal
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Finding Detail:

<input type="checkbox"/>	<input checked="" type="checkbox"/>	Professional Standards – Validation of the SFA’s compliance with required hiring standards and annual training requirements
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Finding Detail:

D. Civil Rights

YES	NO	
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<input type="checkbox"/>	<input checked="" type="checkbox"/>	Civil Rights – Validation of the SFA’s compliance with civil rights requirements as applicable to the School Nutrition Programs
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Finding Detail:

E. Resource Management

YES	NO	
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<input type="checkbox"/>	<input checked="" type="checkbox"/>	Resource Management – Validation of the SFA’s compliance with overall financial health of the School Nutrition Program
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Finding:

<input type="checkbox"/>	<input checked="" type="checkbox"/>	Other – Procurement
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Finding Detail:

