



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: Trinity Christian School

SFA Agreement Number: 1095

Date of Administrative Review (Entrance Conference Date): October 22, 2022

Date review results were provided to the SFA: October 26, 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

Lynn Harvey, *Ed.D., RDN, LDN, FAND, SNS, Senior Director* | lynn.harvey@dpi.nc.gov

6324 Mail Service Center, Raleigh, North Carolina 27699-6324 | (984) 236-2910

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
Finding Detail:		
<input checked="" type="checkbox"/>	<input 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: The September 2022 counts for multiple classrooms contained calculation errors resulting in an incorrect claim for reimbursement for breakfast and lunch. Lunch was underclaimed by one hundred and seventy-eight (178) meals which would have brought in an additional \$774.30. Breakfast was overclaimed by fifty (50) meals which resulted in an overclaim of \$133.50.		

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: The Commercial Kitchen Production Records were not being used instead the NC Daily Transported Meal Production Record for NHA and Preferred Meals was in use during the Administrative Review. The correct production records will assist with proper planning of meals as well as ensuring meal pattern compliance, will assist in ordering and preparation, and in avoiding excessive leftovers.</p> <p>Insufficient quantities have been identified on the production records. Vegetable at times were offered in 1/2 cup servings and fruit is offered in 1/2 cup servings for the 9-12 meal pattern.</p> <p>Insufficient serving sizes were identified on past production records, the submitted meal component and quantity worksheets, and during meal observation of the 9-12 grade group.</p>		
<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
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
Finding Detail:		

C. School Nutrition Environment		
YES	NO	
<input checked="" type="checkbox"/>	<input 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
<p>Finding Detail: There was no pre-approved list of non-domestic food products available at the school site or in the central office. All non-domestic agricultural products must be pre-approved by the School Nutrition Administrator before they may be used in the School Nutrition program. This step is required to ensure all non-domestic agricultural products are safe and acceptable for use with a vulnerable population. The thermometer measuring the milk box temperature is not functioning correctly in the Grade K-6 school.</p>		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Local School Wellness Policy – Review of the SFA’s established Local School

		Wellness Policy
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
Finding Detail:		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Professional Standards – Validation of the SFA’s compliance with required hiring standards and annual training requirements
Finding Detail: All School Nutrition staff have received the food safety handler certifications; however, the School Nutrition Administrator has not received the required Food Protection Manager certification as a part of the professional standard requirements which were enacted in the 2015-2016 school year.		

D. Civil Rights		
YES	NO	
<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
Finding Detail:		

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

<input type="checkbox"/>	<input checked="" type="checkbox"/>	Other – Reporting and Recordkeeping
Finding Detail:		