



# NORTH CAROLINA DEPARTMENT OF PUBLIC INSTRUCTION

Catherine Truitt, *Superintendent of Public Instruction*

[www.dpi.nc.gov](http://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: Durham County Schools**

**SFA Agreement Number: 320**

**Date of Administrative Review (Entrance Conference Date): December 12, 2022**

**Date review results were provided to the SFA: December 16, 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](mailto: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		
<b>A. Program Access and Reimbursement</b>		
<b>YES</b>	<b>NO</b>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Certification and Benefit Issuance</b> – 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"/>	<b>Verification</b> – Validation of the process used by the SFA to confirm selected students’ eligibility for free and reduced-price meal benefits
Finding Detail:		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Meal Counting and Claiming</b> – 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>B. Meal Patterns and Nutritional Quality</b>		
<b>YES</b>	<b>NO</b>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Meal Components and Quantities</b> – Validation that meals claimed for reimbursement contain the required meal components and quantities
Finding Detail: On the day of review, the fruit component offered at breakfast was insufficient. Only one-half (1/2) of a cup of fruit was offered to students with the entrée during breakfast in the classroom. Additionally, insufficient fruit was noted in the review of production records for the review period, November 2022. On the day of review, thirty-two (32) students did not have the option of a second fruit during breakfast service in the hallway.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Offer versus Serve (OVS) (provision that allows students to decline some of the food components offered)</b> – Validation of the SFA’s compliance with OVS requirements, if applicable
Finding Detail:		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Dietary Specifications and Nutrient Analysis</b> – 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:		

<b>C. School Nutrition Environment</b>		
<b>YES</b>	<b>NO</b>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Food Safety</b> – Validation that all selected schools meet the food safety and storage requirements, and comply with the Buy American provisions specified by the regulations
Finding Detail: The most recent food safety inspection report was posted at the back of the kitchen on the window of the School Manager's office and therefore not in a publicly visible location for customers to view score. In the review of the Hazard Analysis Critical Control Point (HACCP) book, the cooling logs are not being properly completed each day. The end time and end temperatures are not being completed on the document.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Local School Wellness Policy</b> – Review of the SFA’s established Local School Wellness Policy
Finding Detail:		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Competitive Foods</b> – Validation of the SFA’s compliance with regulations for all food and beverages to students outside of the reimbursable meal
Finding Detail: On the day of review, a bottled water was purchased from a school owned vending machine at 10:18 AM by reviewers. Schools may not sell items in competition with the School Nutrition Program from 12:01 AM through the time the school cafeteria ceases meal service for the		

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

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

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

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Other – Program Monitoring</b>
<p>Finding Detail: During the review of program monitoring, the following issues were noted:</p> <ul style="list-style-type: none"> <li>• C.E. Jordan High School – The reviews were conducted on October 11, 2022, but the required follow-up had not been completed within forty-five (45) days for breakfast and lunch.</li> <li>• Parkwood Elementary School – The review was conducted on October 21, 2022. A follow-up was listed as needed but nothing was included on the follow-up form dated December 9, 2022.</li> <li>• Holt Elementary School – There were meal counting issues, which should have been listed as corrective action with follow-up.</li> <li>• Lakeview Middle School – Corrective action is listed, and follow-up should have taken place regarding petty cash.</li> </ul>		