



# PUBLIC SCHOOLS OF NORTH CAROLINA

DEPARTMENT OF PUBLIC INSTRUCTION | Mark Johnson, *Superintendent of Public Instruction*

WWW.NCPUBLICSCHOOLS.ORG

## 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: The Learning Center**

**SFA Agreement Number: 20A**

**Date of Administrative Review (Entrance Conference Date): May 21, 2018**

**Date review results were provided to the SFA: May 23, 2018**

### 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

### SCHOOL NUTRITION SERVICES

### SCHOOL OPERATIONS DIVISION

Lynn Harvey, Ed.D., RDN, LDN, FAND, SNS Chief | [lynn.harvey@dpi.nc.gov](mailto:lynn.harvey@dpi.nc.gov)

6324 Mail Service Center, Raleigh, North Carolina 27699-6324 | Phone (919) 807-3506 | Fax (919) 807-3516

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

## REVIEW FINDINGS

### A. Program Access and Reimbursement

YES	NO	
<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
<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
<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. Meal Patterns and Nutritional Quality

YES	NO	
<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
<p>Finding Detail: Finding: Production records for one (1) of fifteen (15) operating days for the month of review (April 2018) did not accurately document the amount of fruit for students as part of the reimbursable meal at breakfast. There were twenty-three (23) breakfasts on April 2, 2018 for which fruit was not accurately documented as part of the reimbursable meal. A potential reclaim exists for meal component errors at breakfast for twenty-three (23) breakfast; the amount of the potential reclaim is \$35.54. Since this amount is below the Federal threshold, this amount will not be reclaimed.</p> <p>Finding: Production records for numerous days in the 2017-2018 school year did not accurately document a grain offered with the Salad Bar for students as part of the reimbursable meal at lunch. This is considered a missing meal component. The following is a breakdown by month of the reclaim of meals claimed for the missing grain with the Salad Bar at lunch: May 2018 (Month Onsite) •Sixty-nine (69) lunches. There will be a reclaim for production record errors at lunch for sixty-nine (69) meals; the amount of the reclaim for May 2018 at lunch is \$164.15. April 2018 (Month of Review) •One hundred sixty-nine (169) lunches. There will be a reclaim for production record errors at lunch for one hundred sixty-nine (169) meals; the amount of the reclaim for April 2018 at lunch is \$395.87. March 2018 •One hundred ninety-six (196) lunches. There will be a reclaim for production record errors at lunch for one hundred ninety-six (196) meals; the amount of the reclaim for March 2018 at lunch is \$461.88. February 2018 •One hundred fifty-seven (157) lunches. There will be a reclaim for production record errors at lunch for one hundred fifty-seven (157) meals; the amount of the reclaim for February 2018 at lunch is \$370.75. January 2018 •One hundred fourteen (114) lunches. There will be a reclaim for production record errors at lunch for one hundred fourteen (114) meals; the amount of the reclaim for January 2018 at lunch is \$269.30. December 2017 •Sixty-six (66) lunches. There will be a reclaim for production record errors at lunch for sixty-six (66) meals; the amount of the reclaim for December 2017 at lunch is \$154.22. November 2017 •Ten (10) lunches. There will be a reclaim for production record errors at lunch for ten (10) meals; the amount of the reclaim for November 2017 at lunch is \$21.43. October 2017 • One hundred forty-eight (148) lunches. There will be a reclaim for production record errors at lunch for one hundred forty-eight (148) meals; the amount of the reclaim for October 2017 at lunch is \$346.80. September 2017 •Sixty-two (62) lunches. There will be a reclaim for production record errors at lunch for sixty-two (62) meals; the amount of the reclaim for September 2018 at lunch is \$143.90. August 2017 • Thirty-seven (37) lunches. There will be a reclaim for production record errors at lunch for thirty-seven (37) meals; the amount of the reclaim for August 2017 at lunch is \$87.43. Finding 2: Production records for one (1) of seventeen (17) operating days in November 2017 did not document milk as part of the reimbursable meal at lunch. There were one hundred forty-eight (148) lunch meals on November 30, 2017 for which milk was not documented as</p>		

part of the reimbursable meal at lunch. There will be a reclaim for production record errors at breakfast for one hundred forty-eight (148) meals; the amount of the reclaim for November 2017 at lunch is \$349.71. Finding 3: The production records for grades K-1 students that do not participate in Offer vs Serve, did not receive the required daily serving of three-fourth (3/4) cup vegetable on several days during the month of review (April 3, 2018, April 20, 2018, April 23, 2018, April 25, 2018, May 15, 2018 and May 16, 2018). This is considered an insufficient portion size. Finding 4: The grades K-1 menu planning for the daily peanut butter and jelly sandwich entrée did not meet the weekly minimum meat/meat alternate requirement of nine (9) ounce as only seven (7) ounce meat/meat alternate was available to students selecting this entrée choice.

<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 checked="" type="checkbox"/>	<input 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: The Nutrient Analysis software database is not being updated to represent current product nutrition values or recipes used, resulting in an invalid nutrient analyses. SFA’s must comply with nutrition standards and menu planning approaches for breakfasts and lunches as prescribed in 7 CFR 210.10 and 220.8; use and maintain accurate and complete daily food production records, valid standardized quantity recipes, nutrient analyses, current manufacturer’s product specifications and other records required to substantiate that minimum meal pattern requirements and required dietary standards have been met.

### C. School Nutrition Environment

YES	NO	
<input type="checkbox"/>	<input checked="" 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

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

Finding Detail: Finding: The board approved Local Wellness Policy (LWP) must be revised to incorporate all requirements of the final rule of the Healthy Hunger Free Kids Act of 2010 (HHFKA), including: How potential stakeholders are made aware of their ability to participate in LWP development, implementation, review and update; Language denoting the requirement that School Nutrition Program will adhere to federal meal regulations; Language addressing requirement that the Charter School adhere to federal Smart Snacks Nutrition Standards and state competitive food regulations for all food and beverages sold to students during the school day; The Charter School’s policy for marketing and advertising on the school campus, during the school day of only those foods and beverages that, at a minimum, meet Smart Snacks Nutrition Standards; Strengthening specific goals for nutrition promotion and education, physical activity, and other school-based activities that promote student wellness; Language regarding conducting an assessment at a minimum, every three years that determines compliance with the wellness policy, how the LWP compares to model wellness policies and progress made in attaining the LWP goals; and How the assessment of the LWP will be made available to the public.

<input type="checkbox"/>	<input checked="" 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:

<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
Finding Detail:		

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