



# PUBLIC SCHOOLS OF NORTH CAROLINA

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

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## 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: PreEminent Charter School**

**SFA Agreement Number: 92M**

**Date of Administrative Review (Entrance Conference Date): May 14, 2018**

**Date review results were provided to the SFA: May 16, 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

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## 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
Finding Detail: : Two (2) milk varieties were not available throughout the meal service on the third service line at breakfast. Chocolate milk was depleted before the end of meal service as a result of the students’ choices. About one quarter (1/4) of the students served did not have a choice of two (2) milk varieties.		
<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:		

### C. School Nutrition Environment

YES	NO	
<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
<p>Finding Detail: The storage room and reach-in refrigerator were left unlocked for an after-hours produce delivery. This introduced a food security risk by allowing unrestricted access of the storage area and refrigerator to anyone in the building. In addition, there was not a procedure in place for someone to receive, check-in, sign for and properly store the delivery. Finding 2: Exterior temperature gauges were used to monitor temperature of cold food storage units even though thermometers are located inside for this purpose, as required by the North Carolina-Department of Public Instruction Hazard Analysis Critical Control Points (NC-DPI HACCP) Plan. Finding 3: Milk was not properly rotated to ensure the earliest dated items are used first. For breakfast on the day of review, the offered 1% unflavored milk was dated May 18, 2018, May 19, 2018, and May 23, 2018. Milk was observed in the milk cooler after breakfast with a date of May 22, 2018.</p> <p>Seamless Summer: Finding 1: Juice is not being handled correctly. Frozen juice is not date marked upon delivery. Juice in cooler is not date marked to indicate when it was removed from the freezer. It cannot be verified that juice held in the cooler is not held longer than 10 days. A procedure is needed for date marking juice to ensure the product is stored correctly. Juice is delivered frozen. When</p>		

removed from the freezer and moved to the refrigerator, it must be used within 10 days, per SUNCUP guidelines, to prevent mold and spoilage. With 13 or fewer students being served daily and with the Offer vs. Serve provision in place, the SFA must ensure that juice is handled correctly and not held in a refrigerator for longer than 10 days. Finding 2: Hazard Analysis Critical Control Point (HACCP) Plan food safety forms are not being completed correctly. The forms utilized at the site are from June 2017. Forms for July 2017 must be used to record all monitoring information during July. Current monitoring forms are available at <http://childnutrition.ncpublicschools.gov/information-resources/haccp-food-safety/commercial-kitchen>

<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 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>		
YES	NO	
<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>		
YES	NO	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Resource Management</b> – Validation of the SFA’s compliance with overall financial health of the School Nutrition Program
Finding Detail: The requirement to deposit all money by the end of the month is not being completed. In review of records and reports, the deposit was not made on the last day of the month in February and March 2018. The School Food Authority’s Written Cash Handling Procedures require that bank deposits must be completed on a regular basis at least once per week and that all monies must be deposited by the last business day of the month. A deposit must be made at the bank when deposit amount reaches two-hundred and fifty dollars (\$250.00).		

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