



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: Davie County Schools

SFA Agreement Number: 300

Date of Administrative Review (Entrance Conference Date): May 15, 2017

Date review results were provided to the SFA: May 19, 2017

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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AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

REVIEW FINDINGS

A. Program Access and Reimbursement

YES	NO	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Certification and Benefit Issuance – Validation of the SFA’s certification of students’ eligibility for free or reduced-price meals benefits
<p>Finding Detail: Four (4) students were approved for free meal benefits but no household income or On one (1) family application with six (6) children on the application was submitted by the household. After submitting the application, the mother called and removed her husband and his two (2) children from the application. By taking this action, the mother’s four (4) children qualified for free meal status. The father’s household status remained as reduced-price eligible. It is important to note there were two separate household applications on file, since the father’s household was reported prior to the merger of the households through marriage. The original household applications are valid through the end of the current operating year.</p> <p>At this time, it has been determined this was a procedural error by the SFA.</p>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Verification – Validation of the process used by the SFA to confirm selected students’ eligibility for free and reduced-price meal benefits
<p>Finding Detail: The School Food Authority (SFA) had three (3) applications selected for verification that were not verified correctly:</p> <p>On the first application, the household submitted an application with bi-monthly income and submitted a paystub with bi-monthly income; however, the overtime was removed from the calculation which it should have been included. Since the overtime should have been remained in the calculation, the household status changed from reduce-price meal benefits to paid (or denied) meal benefits.</p> <p>On the second application, the household submitted an application with weekly income and submitted a paystub with overtime that was not included in the final calculation. The household’s status was then changed from free meal benefits to paid (or denied) meal benefits.</p> <p>On the third application, the household submitted a letter stating the adult household member was no longer employed and had no way of showing proof of child support since it was placed on a child support card. The household status changed from free meal benefits to paid (or denied) meal benefits.</p>		
<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
<p>Finding Detail:</p>		

B. Meal Patterns and Nutritional Quality

YES	NO	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Meal Components and Quantities – Validation that meals claimed for reimbursement contain the required meal components and quantities
<p>Finding Detail:</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
<p>Finding Detail:</p>		
<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
Finding Detail: The review of the HACCP book at South Davie Middle School revealed the following incomplete documents: The School Nutrition Manager’s signature is needed on the Employee Health Policy Agreement and Food Safety Checklist on new employees; and The Operation Assessment Summary of Identified Problems and the Verification of HACCP Plan needs to be completed.		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Local School Wellness Policy – Review of the SFA’s established Local School Wellness Policy
Finding Detail: In reviewing Davie County Schools Local Wellness Policy (LWP), the public has not been notified of the results of the most recent assessment on the implementation of the Local School Wellness Policy (LWP).		
<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 type="checkbox"/>	<input checked="" type="checkbox"/>	Professional Standards – Validation of the SFA’s compliance with required hiring standards and annual training requirements
Finding Detail:		

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: The United States Department of Agriculture (USDA) regulations prescribe each School Food Authority (SFA) the responsibility of completing the SFA and Site Civil Rights Checklist each year no later than December 15th. Civil Rights Checklist for some school sites were not completed by December 15th since they were completed as part of the yearly onsite reviews.		

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 Detail:		

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