



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: Douglass Academy

SFA Agreement Number: 65C

Date of Administrative Review (Entrance Conference Date): December 12, 2016

Date review results were provided to the SFA: December 14, 2016

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

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"/>	Certification and Benefit Issuance – Validation of the SFA’s certification of students’ eligibility for free or reduced-price meals benefits
<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
<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
<p>Finding Detail: The required daily edit check is not being completed by the School Nutrition Administrator prior to submission of the monthly claim for reimbursement. This task is completed by comparing the daily attendance figures with actual student participation data to determine whether meals claimed exceed the attendance. The electronic agreement for school year 2016-2017 indicates that the North Carolina Department of Public Instruction (NCDPI) prototype Edit Check Worksheet is being used.</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
<p>Finding Detail:</p>		

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: The monthly inspection forms and the pest control monitoring forms were not completed for any of the school year and must be completed monthly as required by the School Food Authority's Food Safety Hazard Analysis Critical Control Point (HACCP) Plan.</p>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Local School Wellness Policy – Review of the SFA’s established Local School Wellness Policy
<p>Finding Detail: Some of the new LWP requirements of the Healthy Hunger Free Kids Act (HHFKA) of 2010, outlined in USDA Policy Memo SP 42-2011 and the LWP Final Rule effective August 29, 2016 have not been included in the LWP. The following revisions are needed: - Page 8, Add stakeholders to the review section in the last sentence. - Page 4 Under beverages, change 50% fruit juice to 100% fruit juice. - Page 6 Under food marketing, smart snack regulations need to be mentioned. Recommend adding to first sentence to say: School-based marketing will be consistent with</p>		

smart snack standards, nutrition education, and health promotion. - Page 7 Under monitoring, remove the old language referencing SMI reviews and replace with Administrative Reviews. - Page 7 Under monitoring, include the public and how they will be updated of changes, reviews and updates to the local wellness policy.

There was no documentation to support approval, updates and review of the current Local Wellness Policy by stakeholders. The meeting minutes, an agenda and signatures of attendance were not available from the August 18, 2016 Local Wellness Policy meeting.

<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:

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: