



# 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: Kannapolis City Schools**

**SFA Agreement Number: 132**

**Date of Administrative Review (Entrance Conference Date): October 16, 2018**

**Date review results were provided to the SFA: October 19, 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 AND DISTRICT OPERATIONS DIVISION

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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 type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Meal Components and Quantities</b> – Validation that meals claimed for reimbursement contain the required meal components and quantities
Finding Detail:		
<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
Finding Detail: The temperatures on production records (see Section sixteen (16) of the production records are not being recorded for leftover foods that are being discarded. Ensure consistent documentation on the production record and include Time-Temperature Control for Safety (TCS) leftover foods that are being discarded in the temperature readings/recordings, as well. There was no documentation of non-domestic foods approved for meal service by the SFA. Federal regulations require all non-domestic agricultural products, used in the School Nutrition Program, to be pre-approved by the School Nutrition Director and documented at each school site.		
<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: The Local Wellness Policy (LWP) is missing items which are required by the LWP Final Rule. The district is required to inform the public about the assessment and reassessment of their LWP. The district is to be specific as to how it will comply with this requirement, including but not limited to posting the LWP on the district website, widely distributing the LWP to students, parents and education stakeholders via district publications such as the student handbook, newsletters or other via other venues.		
<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 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: Sales tax refunds due to the non-profit School Nutrition account should be refunded to the School Nutrition account when received by the Local Education Agency (LEA). The refund was not provided to the School Nutrition Account for 2015-2016 in the amount of \$5,303.45 and 2016-2017 for \$3,863.83. This amount must be returned to the non-profit school nutrition account. The LEA reimbursed the non-profit School Nutrition account in the amounts of amounts of \$5,303.45 (for 2015-16) and \$3,863.83 (for 2016-17) on October 18, 2018. Currently, the 2017-2018 Refundable Sales Tax Paid documentation is not available; when available, submit payment for the current sales tax refund.		

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