



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: Gates County Schools

SFA Agreement Number: 370

Date of Administrative Review (Entrance Conference Date): November 27, 2018

Date review results were provided to the SFA: November 30, 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 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: As case number applications were processed in the computerized system, the clerk checked the direct certification (DC) button in error. Six of the DC students selected for the statistical review of applications during the Administrative Review were actually categorically eligible, not directly certified. This error has the potential to affect the Identified Student Percentage for the Community Eligibility Provision and will lower the eligibility number for the sample pool of household applications for Verification. Finding 2: Two income applications were classified in error. One application was classified as eligible for reduced priced benefits but should have been denied. The error was due to entering the household’s income as bi-weekly instead of monthly income. The second application's monthly income was entered as \$1400 but State Agency reviewers determined the correct monthly income was \$1480. The potential reclaim for the two benefits issuance errors is \$88.82.</p>		
<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
<p>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> <p>Finding Detail: Pre-K students passed the cashier at the point of service without self-identifying (giving their name or PIN to the cashier) or offering a medium of exchange (providing an ID card). Teachers were giving the cashier each student's name and PIN as students walked by.</p>		

B. Meal Patterns and Nutritional Quality

YES	NO	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Meal Components and Quantities – Validation that meals claimed for reimbursement contain the required meal components and quantities
<p>Finding Detail: The recipes should be written in a “user friendly” manner, using the main ingredients in the amounts they are packaged. The recipes are written to serve 100 but the main ingredient is listed in fraction form, using partial cans or bags. Using incorrect recipes increase the risk of insufficient ordering, preparation and offering to students. Recipes requiring revision from the week of review are listed below: Sweet potato fries, Steamed broccoli, Frozen green peas, Frozen corn, and Fruit cocktail. Finding 2: The meal component and quantity worksheet for the K-8 meal pattern reveal an insufficient amount of grain planned for the weekly required amount; however, production records for the review period indicate that the required quantities of food were available.</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 <u>Buy American</u> provisions specified by the regulations
<p>Finding Detail: Students that did not consume or open food items placed the items at the front of the dining area on a sharing table. These items consisted of milk, yogurt, applesauce cups, fruit juice,</p>		

pumpkin bread, bug bite grahams, and cereal. Share tables must be monitored if being implemented. Foods that need time and temperature control for safety, such as milk and yogurt, may not sit out on the table unattended and under no temperature control. Finding 2: Milk boxes must be replaced or repaired. The temperature log revealed a reading above the required 41 degrees and is too warm for holding milk.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Local School Wellness Policy – Review of the SFA’s established Local School Wellness Policy
Finding Detail:		
<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 checked="" type="checkbox"/>	<input type="checkbox"/>	Resource Management – Validation of the SFA’s compliance with overall financial health of the School Nutrition Program
Finding Detail: A review of the School Nutrition bank statement from Southern Bank for the month of October 2018 indicates three checks were presented for payment on October 11, 2018 with non-sufficient funds in the account. A \$105.00 service fee was charged to the account for the returned checks. The School Food Authority is not communicating effectively with the Finance office to determine if the bank account balance is adequate to pay expenses prior to payment twice a month. Finding 2: The School Nutrition Administrator is serving in a dual position as a Day Care Director; however, the School Nutrition Administrator is being paid 100% using School Nutrition funds.		

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