



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: Halifax County Schools

SFA Agreement Number: 420

Date of Administrative Review (Entrance Conference Date): October 15, 2018

Date review results were provided to the SFA: October 18, 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"/>	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 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
Finding Detail:		

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
Finding Detail:		
<input checked="" type="checkbox"/>	<input 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
Finding Detail: During the review of the lunch service, students were being instructed to select carrot soufflé or baked beans instead of the option to take both vegetables. The vegetables were offered in one-half (1/2) cup servings, therefore the students did not have the opportunity to select the minimum required vegetable of three-fourth (3/4) cup. In addition, the school was not meeting the vegetable subgroup requirement.		
<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 warehouse cooler that stores USDA commodities must be replaced. The seal is worn and tattered, condensation is evident outside on the doorknob, the frame around the door is rusted and the door must be pried with a metal bar to open.		
<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
<p>Finding Detail: A steamer was purchased during the 2017-2018 school year with a value over \$5,000. Any Capital Equipment purchase of \$5,000 requires prior approval from the State Agency prior to purchasing the equipment. Finding 2: The SFA was promoting North Carolina apples in the month of October 2018. A basket of wrapped apples was placed in the school office at Southeast Halifax Collegiate Prep Academy for students, teaching staff and adults to consume as part of the promotion. School Nutrition Funds can only be used to subsidize food items for students and not adults. Finding 3: The Local Education Agency (LEA) did not properly prorate the hospitalization benefits for one (1) dual employee in the 2017-2018 school year (\$1,969.78) and 2018-2019 school year (\$558.44). As a result of this error, the School Nutrition Program’s non-profit account was overcharged for employee benefits. *A refund is due to the Halifax County Public Schools’ Nutrition Program in the amount of \$2,528.22 for hospitalization. An adjusting journal entry was submitted on February 3, 2019 for the 2018-2019 hospitalization refund in the amount of \$558.44 leaving the amount due to the School Nutrition Program at \$1,969.78.</p>		

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