



NORTH CAROLINA DEPARTMENT OF PUBLIC INSTRUCTION

Catherine Truitt, *Superintendent of Public Instruction*

www.dpi.nc.gov

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: Northampton County Schools

SFA Agreement Number: 660

Date of Administrative Review (Entrance Conference Date): November 27, 2023

Date review results were provided to the SFA: November 30, 2023

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

OFFICE OF SCHOOL NUTRITION

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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
Finding Detail:		
<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
Finding Detail:		
<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
Finding Detail:		

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
Finding Detail:		
<p>Finding: The Meal Component and Quantity Worksheet (MCQW) did not include all foods that are offered as part of the reimbursable meal at lunch for the K-8 meal pattern at the school. The Snacker Packer was not listed to validate meal patterns requirements were met for each day and the week.</p> <p>Finding: The Meal Component and Quantity Worksheet (MCQW) did not include all foods that are offered as part of the reimbursable meal at lunch for the 9-12 meal pattern at the school. The snacker packer was not listed to validate meal patterns requirements were met for each day and the week.</p> <p>Finding (Production Records): During the review of production records at the high school, the “leftover” column of the production records is not properly documented some days in the month of November. There are indicators of “0” or “-“ in the leftover section, however there was enough food prepared for the documented number of reimbursable meals.</p>		
<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: Multiple signage was posted in the cafeteria on the day of review for breakfast and lunch. Appropriate meal pattern signage must be posted at or near the beginning of the serving line. Only one (1) sign is needed for each meal offered. If more than one (1) sign is used, ensure they do not contradict each other.		
<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 type="checkbox"/>	<input checked="" 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:		
<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: State Agency (SA) pre-approval is required for all equipment purchases over \$5,000.00 using School Nutrition funds. SA approval was not sought or received for a pass-thru refrigerator/heated cabinet with a value of \$15,050.00 in the 2022-2023 school year.		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Other – After School Snack Program, and Recipes

Finding Detail:

Finding 1 (After School Snack Program): The After School Snack Program Qualifying Worksheets was not completed prior to the start of the After School Snack Program at the school.

Finding 2 (After School Snack Program): Production Records were not completed for the three (3) days of operations in October 2023.

October 23, 2023 – Thirty (30) snacks.
October 24, 2023 – Thirty (30) snacks.
October 31, 2023 – Thirty (30) snacks.

A potential reclaim of ninety (90) snack for no production records in the After School Snack Program in October 2023 equal \$105.30.

Finding (Recipes): The brown rice and fajita chicken recipes and corresponding production records must be corrected to include all required information.