



NORTH CAROLINA DEPARTMENT OF PUBLIC INSTRUCTION

Catherine Truitt, *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: KIPP Gaston College Preparatory

SFA Agreement Number: 66A

Date of Administrative Review (Entrance Conference Date): October 23, 2023

Date review results were provided to the SFA: October 27, 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 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 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:</p> <p>Finding 1 (Meal Components Breakfast): There are seven (7) days In September 2023 (Month of Review) and October 2023 (Month Onsite), when the Tater Tot Nachos were served, and no grain was on the menu. This entree consisted of Potato Tots, Meat and Cheese. Students were not allowed to select the grain item offered with the other menu item. This item was served as part of the four-week menu cycle in September and October.</p> <p>Month of Review:</p> <p>There will be a reclaim for a missing meal component on the following dates at the Primary School:</p> <p>September 7, 2023 – One hundred and twenty-three (123) breakfast meals. September 28, 2023 – One hundred and four (104) breakfast meals.</p> <p>There will be a reclaim for a missing meal component on the following dates at the Middle School:</p> <p>September 7, 2023 – One hundred and sixteen (116) breakfast meals. September 28, 2023 – One hundred and fifty-five (155) breakfast meals.</p> <p>There will be a reclaim for the missing meal component at breakfast for four hundred and ninety-eight (498) meals; the amount of the reclaim for September 2023, at breakfast is \$1,359.54.</p> <p>Month Onsite:</p> <p>There will be a reclaim for a missing meal component on the following date at the Primary School:</p> <p>October 5, 2023 – One hundred and thirteen (113) breakfast meals.</p> <p>There will be a reclaim for a missing meal component on the following date at the Middle School:</p> <p>October 5, 2023 – One hundred and seventy-two (172) breakfast meals.</p> <p>There will be a reclaim for a missing meal component on the following date at KIPP Pride High:</p> <p>October 12, 2023 – Ninety (90) breakfast meals.</p> <p>There will be a reclaim for the missing meal component at breakfast for three hundred and seventy-five</p>		

(375) meals; the amount of the reclaim for October 2023, at breakfast is \$1,023.75.

Finding 2 (Meal Components Breakfast): Observation of the breakfast meal along with a review of production records, the Blueberry Muffin product specification, and product weight reveal insufficient quantity of grain was offered to the students at breakfast on October 25, 2023. The weekly minimum grain component contribution was not achieved. The breakfast service was reviewed at the middle school on this day.

Finding (Meal Components Lunch): During the review of lunch production records and the Meal Component and Quantity Worksheet (MCQW) for the KIPP NC: Pride High at Gaston, it was determined there was insufficient grain offering when the Chicken Crispy Bowl was served. The five (5) nuggets meet one (1) grain equivalent and high school students must be offered two (2) grain equivalents. No other grain was offered with this menu item.

Finding (Production Records): In the review of production records, the following issues were observed by reviewers at the school:

Final temperatures of the leftover food on the serving line are not being taken, nor recorded on the Daily Production Records. The final temperature of the food on the serving line or held for service, must be taken, and recorded daily. This could lead to a serious Food Safety issue, Condiments are not being consistently recorded with the product name, amount available, and amount leftover, The reviewers observed additional cupped fruit offered to Pride High School students that was not recorded on the production record, and Production records must be completed expeditiously and all supporting documentation to support meal counting and claiming must be maintained.

<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
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Finding Detail:

<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
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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 checked="" type="checkbox"/>	<input type="checkbox"/>	Local School Wellness Policy – Review of the SFA’s established Local School Wellness Policy
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Finding Detail: The triennial assessment on the district Local Wellness Policy (LWP) was due by June 30, 2023. As of the date of the review, the week of October 23, 2023, the LWP triennial assessment has not been completed.

<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
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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
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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 checked="" type="checkbox"/>	<input type="checkbox"/>	Other – Food Service Management Company, Standardized Recipes, and Smart Snacks
<p>Finding Detail:</p> <p>Finding 1 (Food Service Management Company): As Part of Exhibit A, the School Nutrition Director/Contract Manager is not receiving monthly compliance reports.</p> <p>Finding 2 (Food Service Management Company): As Part of Exhibit A, the Chief Financial Officer and School Nutrition Administrator/Contract Manager are not receiving Monthly Financial Statements.</p> <p>Finding 3 (Food Service Management Company): As part of Exhibit J, Produce, mainly bananas, was observed to be overly ripe at the school, which did not meet the required specifications. It was observed after meal service, many bananas were discarded by students due to the poor quality.</p> <p>Finding 4 (Food Service Management Company): Finding 4: In the review of the monthly invoice for March 2023, the number of meals claimed did not match the participation report and the invoice for payment to the Food Service Management Company.</p> <p>The School Food Authority shorted the number of breakfast and lunches sent to the Food Service Management Company:</p> <p>Breakfast – One Hundred Ninety-One (191) breakfast meals.</p> <p>$191 \times \\$1.8762 = \\358.35</p> <p>Lunch – Three Hundred and Seven (307) lunch meals.</p> <p>$307 \times \\$3.7524 = \\$1,151.99$</p> <p>Total Due to the Food Service Management Company is \$1,510.34.</p> <p>Finding (Standardized Recipes): Many of the standardized recipes reviewed have one (1) or more errors including incorrect meal component crediting and Incorrect portion sizes. As a result, several of the production records have the same component crediting errors. Recipes and Production Records must match to ensure students are receiving reimbursable meals.</p> <p>Finding (Smart Snacks): During the review at the Pride High School, reviewers observed the School Nutrition Program selling Body Armor Lyte Drink, a twenty (20) ounce low calorie beverage, in the vending machine to the students. Twenty (20) ounce, low calorie beverages are not compliant with Smart Snack Standards.</p>		