



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: Surry County Schools

SFA Agreement Number: 860

Date of Administrative Review (Entrance Conference Date): April 15, 2024

Date review results were provided to the SFA: April 18, 2024

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 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: One (1) household application with two (2) students was incorrectly classified for meal benefits. The application was erroneously classified as eligible for free benefits based on self-proclaimed migrant status. Upon review of benefits issuance documents, the application was determined to be in error and changed to reduced price meal status.</p> <p>A potential reclaim for eligibility certification and benefit issuance errors for breakfast meals served will be assessed in the amount of \$5.70.</p> <p>A potential reclaim for eligibility certification and benefit issuance errors for lunch meals served will be assessed in the amount of \$9.20.</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
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
<p>Finding Detail: Edit checks must be completed for all meals daily to ensure more meals are not claimed than the number of eligible students in attendance.</p> <p>At Meadowview Magnet Middle School, Surry Early College, and Westfield Elementary School, the daily attendance factor is not being entered in the daily reports to ensure more meals are not being claimed than the number of eligible students in attendance.</p> <p>Finding Detail: On the day of review, Pre-K breakfast meals were recorded from an attendance roster when picked up from the serving area prior to distribution in the classroom. To improve Cash Management procedures, it is required to ensure that reimbursable meals are counted and claimed at the Point of Service. According to 7 CFR 210.2, the Point of Service refers to the location in the food service operation where a determination can accurately be made that a reimbursable free, reduced-price, or paid breakfast/lunch has been served to an eligible child. This ensures accurate meal counting and claiming.</p>		
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 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
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
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
<p>Finding Detail: As per the employee's report during the review at Surry Central High School, items from the share tables were being returned to stock. The reviewer offered technical assistance guidance based on Hazard Analysis Critical Control Point (HACCP) Part 1, which clearly states that food or beverage placed on share tables should never be returned to the food preparation, food service, or food storage areas for use by the school nutrition program. Ensuring compliance with this principle is essential for maintaining food safety and program integrity.</p>		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Local School Wellness Policy – Review of the SFA's established Local School Wellness Policy
<p>Finding Detail:</p>		
<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
<p>Finding Detail:</p>		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Professional Standards – Validation of the SFA's compliance with required hiring standards and annual training requirements
<p>Finding Detail:</p>		

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
<p>Finding Detail:</p>		

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
<p>Finding Detail:</p>		

<input type="checkbox"/>	<input checked="" type="checkbox"/>	Other – Procurement
<p>Finding Detail:</p> <p>Finding 1: Micro-Purchasing – Based on the federal regulation, to the maximum extent practicable, program operators should distribute micro-purchases equitably among qualified suppliers. Several items were purchased multiple times from the same supplier.</p> <p>Finding 2: Small Purchase – Based on information from the School Nutrition Administrator, it has been determined, that the Meals Plus support purchase meets the requirements for a sole-source purchase. According to the existing procurement plan, to execute a purchase order or enter a contract, a sole source procurement requires written approval from the North Carolina Department of Public Instruction (NCDPI).</p>		