



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 Durham College Preparatory

SFA Agreement Number: 32S

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 three (3) 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.</p> <p>Month of Review:</p> <p>There will be a reclaim for a missing meal component on the following dates at the school:</p> <p>September 7, 2023 – Eighty (80) breakfast meals. September 28, 2023 – Eighty-two (82) breakfast meals.</p> <p>There will be a reclaim for the missing meal component at breakfast for one hundred and sixty-two (162) meals; the amount of the reclaim for September 2023, at breakfast is \$421.11.</p> <p>Month Onsite:</p> <p>There will be a reclaim for a missing meal component on the following date at the school:</p> <p>October 5, 2023 – Ninety (90) breakfast meals.</p> <p>There will be a reclaim for the missing meal component at breakfast for ninety (90) meals; the amount of the reclaim for October 2023, at breakfast is \$233.95.</p> <p>Finding 2 (Meal Components Breakfast): Two (2) meals at breakfast at the school were not reimbursable on the day of review. One (1) student selected a juice and muffin, the other student selected a muffin and a graham cracker.</p> <p>There will be a reclaim for non-reimbursable meals at breakfast for two (2) meals; the amount of the reclaim for October 2023, at breakfast is \$5.46.</p> <p>Finding 3 (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.</p>		

Finding (Production Records): Supporting documentation is not maintained at the school for completing the daily records at breakfast and lunch.		
<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 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
Finding Detail: The triennial assessment of 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
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 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 and Standardized Recipes
<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 (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>		

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