



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: Voyager Academy

SFA Agreement Number: 32L

Date of Administrative Review (Entrance Conference Date): March 4, 2024

Date review results were provided to the SFA: March 6, 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 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
<p>Finding Detail: The following issues were noted during the week of review: Meal counting procedures were not being followed on the day of review. The reviewer observed the teacher’s assistant (TA) checking the roster based on those who ordered and were present in each classroom. The TA should have checked all students off at the point of service. The School Nutrition Administrator double checks all students who ordered and received their meals to the attendance roster to ensure that all are present. There is no concern of a reclaim based on the day of review, but the potential is there if procedures aren’t followed, and after the review of the February claim (Other Period) the State Agency count did not match the School Food Authority (SFA) count. There was an overclaim of five (5) meals which may result in a potential reclaim.</p> <p>February 2024 – There was an over-claim for meal counting and claiming at lunch of nine (5) meals; the amount of the potential over-claim was \$6.25.</p>		

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: The meal pattern requirement for the red/orange subgroup for grades 9- 12 is not being met. Currently, there are only one and an eighth (1 1/8) cups over the week reviewed and the requirement for grades 9-12 is one and a quarter cup (1 ¼) over the week.</p> <p>Finding 2: On the day of review, the Catering company delivered out of date unflavored milk that could not be served as part of the reimbursable meal. This resulted in a missing meal component and a potential reclaim of nine (9) meals. The SFA did not claim those nine (9) meals on the day of review, therefore, no fiscal corrective action is required.</p>		
<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
Finding Detail: A written time as a public health control (TPHC) procedure was not in place at the		

school food authority.		
<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: The SFA has unpaid meal charges for the 2021-2022 and 2022-2023 school year. School Nutrition programs cannot carry or absorb bad debt. Bad debt must be paid by September 30th of the following school year.		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Other – Production Records
Finding Detail: The SFA is utilizing the transported production record, but it is not completed correctly. The SFA should account for actual leftovers and time of discard to ensure accurate meal counts.		