



# 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: Old Main STREAM Academy**

**SFA Agreement Number: 78C**

**Date of Administrative Review (Entrance Conference Date): April 29, 2024**

**Date review results were provided to the SFA: May 10, 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"/>	<b>Certification and Benefit Issuance</b> – Validation of the SFA’s certification of students’ eligibility for free or reduced-price meals benefits
<p>Finding Detail:</p> <p>Finding 1: During the review of free and reduced-price meal applications, ten (10) applications were incorrectly classified for meal benefits. Six (6) applications were incorrectly classified for reduced meal benefits and should have been classified as paid meal status. One (1) application was incorrectly classified for reduced meal benefits and should have been free meal status. Three (3) applications were incorrectly classified for paid meal benefits and should have been free meal status through Direct Certification.</p> <p><b>A reclaim for certification and benefit issuance errors for lunch meals served in April 2024 in the amount of \$ 125.25 and State Reimbursement of \$17.20</b></p> <p><b>A reclaim for certification and benefit issuance errors for breakfast meals served in April 2024 in the amount of \$ 4.10 and State Reimbursement of \$0.60.</b></p> <p><b>A reclaim for certification and benefit issuance errors for lunch meals served in March 2024 in the amount of \$ 145.55 and State Reimbursement of \$20.00.</b></p> <p><b>A reclaim for certification and benefit issuance errors for breakfast meals served in March 2024 in the amount of \$ 19.90 and State Reimbursement of \$3.60.</b></p> <p><b>Finding 2:</b> Notification letters are not consistently maintained at the Charter School. It is required that the Charter School keep documents and records for three (3) years plus the current year.</p>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Verification</b> – Validation of the process used by the SFA to confirm selected students’ eligibility for free and reduced-price meal benefits
<p>Finding Detail:</p> <p>The School Food Authority (SFA) must annually verify eligibility of children from a sample of household applications approved for free and reduced-price benefits for that school year. Verification must start on October 1st and end on November 15th of each year. Old Main STREAM Academy’s Annual Verification Process was not conducted in the 2023-2024 School Year.</p>		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Meal Counting and Claiming</b> – 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:</p> <p>In the review of meal counting and claiming, reviewers were unable to validate the number of lunches claimed for reimbursement. The totals from the Point-of-Sale rosters did not equal the claim for reimbursement. In the Month of Review, March 2024, there was an overclaim of six (6) students with free meal status and one (1) student with paid meal status. In October 2023, there was an underclaim of six (6) students with free meal status and forty (40) students with paid meal status. In December 2023, there was an overclaim of fifty-three (53) students with reduced meal status.</p> <p><b>There will be a reclaim for meal counting and claiming errors at lunch for seven (7) meals; the amount of the reclaim for the month of review, March 2024 at lunch is \$26.60.</b></p> <p><b>There will be a repayment for meal counting and claiming errors at lunch for forty-six (46) meals; the amount of the repayment for October 2023 (Other Period) at lunch is \$46.10.</b></p> <p><b>There will be a reclaim for meal counting and claiming errors at lunch for fifty-three (53) meals;</b></p>		

**the amount of the reclaim December 2023 (Other Period) at lunch is \$209.35 and \$21.20 in state funds for reduced price lunch.**

**B. Meal Patterns and Nutritional Quality**

**YES** **NO**



**Meal Components and Quantities** – Validation that meals claimed for reimbursement contain the required meal components and quantities

**Finding Detail:**

Breakfast production records were not completed from the beginning of the school year up until April 29, 2024. Through a review of inventory, invoices, and receipts three hundred (300) reimbursable breakfast were identified in August 2023, six hundred (600) reimbursable breakfasts were identified in September 2023 and four hundred and fifty (450) reimbursable breakfasts were identified in March 2024. All other breakfast served in School Year 2023-2024 will be reclaimed.

**There will be a reclaim for missing production records at breakfast for one-hundred and forty-five (145) meals; the amount of the reclaim for the month of review, March 2024 at breakfast is \$185.20 and \$1.50 in State Reimbursement for reduced price breakfast.**

**There will be a reclaim for missing production records at breakfast for one thousand one hundred and fifteen (1,115) meals; the amount of the reclaim for February 2024 (Other Period) at breakfast is \$2,555.85 and \$8.70 in State Reimbursement for reduced price breakfast.**

**There will be a reclaim for missing production records at breakfast for eight hundred and seventy-two (872) meals; the amount of the reclaim for January 2024 (Other Period) at breakfast is \$1,897.46 and \$8.40 in State Reimbursement for reduced price breakfast.**

**There will be a reclaim for missing production records at breakfast for six hundred and seven (607) meals; the amount of the reclaim for December 2023 (Other Period) at breakfast is \$1,061.56 and \$19.80 in State Reimbursement for reduced price breakfast.**

**There will be a reclaim for missing production records at breakfast for five hundred and thirty-four (534) meals; the amount of the reclaim for November 2023 (Other Period) at breakfast is \$893.77 and \$2.40 in State Reimbursement for reduced price breakfast.**

**There will be a reclaim for missing production records at breakfast for one thousand one hundred and sixty-eight (1168) meals; the amount of the reclaim for October 2023 (Other Period) at breakfast is \$2,256.24 and \$15.90 in State Reimbursement for reduced price breakfast.**

**There will be a reclaim for missing production records at breakfast for six hundred and thirty-four (634) meals; the amount of the reclaim for September 2023 (Other Period) at breakfast is \$1,505.62 and \$23.10 in State Reimbursement for reduced price breakfast.**

**There will be a reclaim for missing production records at breakfast for eight hundred and sixty-three (863) meals; the amount of the reclaim for August 2023 (Other Period) at breakfast is \$1,764.19 and \$37.20 in State Breakfast for reduced price breakfast.**

**NOTE: Since September 2023 and August 2023 falls in the previous federal fiscal year, a check will be required to be submitted to the State Agency.**



**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:**

Signage with menu items listed was not posted for breakfast and lunch. The signage or menu for breakfast and lunch must include a statement explaining that all items in the planned quantities are

required to be selected for a reimbursable meal.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Dietary Specifications and Nutrient Analysis</b> – 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"/>	<b>Food Safety</b> – 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"/>	<b>Local School Wellness Policy</b> – Review of the SFA’s established Local School Wellness Policy
Finding Detail:		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Competitive Foods</b> – 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"/>	<b>Professional Standards</b> – 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"/>	<b>Civil Rights Documentation</b> – 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"/>	<b>Resource Management</b> – Validation of the SFA’s compliance with overall financial health of the School Nutrition Program
<p>Finding Detail:</p> <p><b>Finding:</b> The SFA purchased two (2) refrigerators at the same time but only one is used for school nutrition. The other refrigerator is used by the school. Both Refrigerators were purchased with school nutrition funds. In addition, the SFA purchased chips from Robeson County schools to give students a snack at the end of the day. The SFA does not receive reimbursement for snacks therefore cannot use School Nutrition Funds for the chips. The total amount of these unallowable cost is \$6,514.04.</p> <p><b>Finding:</b> The School Food Authority (SFA) has written cash management procedures; however, these procedures need additional detail to reflect best practices to safeguard federal funds. On the day of review, the manager counted money with the classroom doors open. Once money is accounted for the deposit slip should be signed by both parties verifying the deposit amount. Safeguarding federal funds is vital to the financial integrity of the School Nutrition program and ensuring the safety of the School Nutrition staff is critically important. In addition, the procedures should reflect that all money should be confirmed as collected and accounted for on the proper student account verifying the exact amount of money received from all students.</p>		

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Other – Procurement</b>
<p>Finding Detail: The Procurement Plan has not been completed by the School Food Authority (SFA). Federal regulations require each School Food Authority to comply with an approved Procurement Plan. The plan must be approved by the governing board and used as a guide for making all purchases using federal School Nutrition funds.</p>		

