



# PUBLIC SCHOOLS OF NORTH CAROLINA

DEPARTMENT OF PUBLIC INSTRUCTION | Mark Johnson, *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: Caswell County Schools**

**SFA Agreement Number: 170**

**Date of Administrative Review (Entrance Conference Date): April 25, 2017**

**Date review results were provided to the SFA: April 28, 2017**

### 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

### SCHOOL NUTRITION SERVICES

#### SAFE AND HEALTHY SCHOOLS SUPPORT DIVISION

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## REVIEW FINDINGS

### A. Program Access and Reimbursement

YES	NO	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Certification and Benefit Issuance</b> – Validation of the SFA certification of students eligibility for free or reduced-price meals
Finding Detail:		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Verification</b> – Validation of the process used by the SFA to confirm selected students' eligibility for free and reduced-price meals
Finding Detail:		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Meal Counting and Claiming</b> – Validation of the SFA 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"/>	<b>Meal Components and Quantities</b> – Validation that meals claimed for reimbursement contain the required meal components (also referred to as food components) and quantities
<p>Finding Detail: On the day of review at breakfast, three students passed the point of sale without the minimum one-half cup of fruit on their tray. An interview of the cashier and cafeteria manager revealed confusion as to the requirements of the breakfast meal pattern, indicating the belief that fruit was an option that could be turned down at breakfast.</p> <p>A review of production records indicated a recording error on two days. On March 6, 2017 and April 4, 2017, the fruit component was not documented to support every student had at least one-half cup on their tray.</p>		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Offer versus Serve (provision that allows students to decline some of the food components offered)</b> – Validation of SFA compliance with OVS requirements if applicable
Finding Detail:		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Dietary Specifications and Nutrient Analysis</b> – Validation that meals offered to children through the school meal 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"/>	<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 regulation
<p>Finding Detail: The Hazard Analysis Critical Control Point (HACCP) verification plan for the 2015-2016 HACCP Plan was incomplete. At the conclusion of each school year, the verification plan must be completed and maintained in a location that is easily accessible to the staff for monitoring purposes.</p>		

<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: An implementation assessment of the Caswell County Schools’ Local School Wellness Policy (LWP) has not been conducted as required by the Healthy Hunger Free Kids Acts of 2010. The Healthy Active Children (HAC) reports for each school were submitted; however, they only contained questions around goals relating to physical activity.		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Competitive Foods</b> – Validation of the SFA 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 SFA compliance with required hiring standards and annual training requirements
Finding Detail:		

<b>D. Civil Rights</b>		
<b>YES</b>	<b>NO</b>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Civil Rights</b> – Validation of SFA compliance with civil rights requirements as applicable to the Child Nutrition Programs
Finding Detail:		

<b>E. Resource Management</b>		
<b>YES</b>	<b>NO</b>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Resource Management</b> – Validation of SFA compliance with overall financial health of the school food service account
Finding Detail:		

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Other</b>
Finding Detail:		