Georgia Department of Education School Nutrition Division
Administrative Review Summary

School Food Authority Name: **Charlton County**

Date of Administrative Review entrance conference: 11/16/2016

Date final review results were provided to the School Food Authority: 12/16/2016

Date review summary was publicly posted: 1/3/2017

**General Program Participation**

1. What Child Nutrition Programs does the School Food Authority participate in?
   - ☒ 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 for meal counting and claiming?
   - ☐ Community Eligibility Provision
   - ☒ Special Provision 2 – Breakfast Only

**Review Findings**

3. Did the review identify areas of non-compliance with School Nutrition Program Regulations?
   - ☒ Yes
   - ☐ No
Charlton County (624)
Administrative Review Report of Findings
Exit Conference Date: 11/18/2016

Review Year: 2017
Month of Review: November
Lead Reviewer: Stephanie Taylor
Special Provision: Special Provision 2 Breakfast All Schools
Programs in Operation: Breakfast and Lunch

<table>
<thead>
<tr>
<th>Area</th>
<th>Findings ID</th>
<th>Finding Description</th>
<th>Required Corrective Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Site - Level Findings: St. George Elementary School (4050)</td>
<td>V-0300</td>
<td>The breakfast count for St. George Elementary school for the review period was not correctly consolidated and claimed by the SFA. The counts by category were correctly used in the Claim for Reimbursement, however they were incorrectly consolidated. It was concluded by the State Agency that the error was non-systemic.</td>
<td>The SFA developed a procedure to correct the finding and provided a copy of the procedure for corrective action. In addition, the SFA will adapt the DE112 and DE118 form to include a space for the number of serving days in a month and submit a copy of the adjusted form as corrective action. The SFA will provide training to appropriate staff on the new procedure. The State Agency will calculate fiscal action. This finding is closed.</td>
</tr>
</tbody>
</table>