Georgia Department of Education School Nutrition Division
Administrative Review Summary

School Food Authority Name: KidsPeace National Centers of GA

Date of Administrative Review entrance conference: 11/15/2016

Date final review results were provided to the School Food Authority: 2/13/2017

Date review summary was publicly posted: 4/21/2017

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

Review Findings

3. Did the review identify areas of non-compliance with School Nutrition Program Regulations?
   - ☒ Yes
   - ☐ No
<table>
<thead>
<tr>
<th>Area</th>
<th>Findings ID</th>
<th>Finding Description</th>
<th>Required Corrective Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sponsor - Level Findings</td>
<td>V-0300</td>
<td>Q 314 The counts for all schools for the review period were not correctly consolidated and claimed by the SFA. The problem was non-systemic. On Oct 26th, the SFA under claimed one meal for breakfast. The SFA under claimed 703 snack meals during the review period. The SFA has agreed to use an excel spreadsheet that automatically calculates the totals to reduce human error. The spreadsheet will be provided for documentation. No further action is needed. This finding is closed.</td>
<td></td>
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<tr>
<td>300 - Meal Counting and Claiming</td>
<td>V-0800</td>
<td>Q 803 The current USDA procedure was not being used for receiving and processing complaints. A current procedure was provided.</td>
<td>To meet the Civil Rights complaint procedure requirement, school nutrition program staff need to be provided a copy of the current USDA complaint procedure and form. Provide a signed statement from employees that they have been provided the form. Documents were received. This finding is closed.</td>
</tr>
<tr>
<td>800 - Civil Rights</td>
<td>V-0800</td>
<td>Q 806 Civil Rights training was not completed.</td>
<td>School Nutrition Program staff need to view the two Civil Rights videos provided by the Georgia Department of Education School Nutrition Program. Provide Civil Rights training to school nutrition staff and submit an attendance roster with the names of all staff and the date videos were viewed. Documents were received. This finding is closed.</td>
</tr>
<tr>
<td>Site - Level Findings: KidsPeace National Center of Georgia, Inc.</td>
<td>V-0400</td>
<td>Q 403 Fluid milk was not available in at least the two required varieties throughout the serving period on all meal service lines.</td>
<td>The nutrition director added another milk type. No further action is needed. This finding is closed.</td>
</tr>
<tr>
<td>400 - Meal Components and Quantities - Breakfast</td>
<td>V-0400</td>
<td>Q 409 All reviewed meals during the review period do not indicate that all of the required meal components per weekly meal pattern requirements were offered and served to students. On October 7, no grains were documented on menu or production record.</td>
<td>The SFA will provide an updated menu that highlights compliance with the daily grain requirement for week of November 20. The menu was received. No further action is needed. This finding is closed.</td>
</tr>
<tr>
<td>400 - Meal Components and Quantities - Lunch</td>
<td>V-0400</td>
<td></td>
<td></td>
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