Georgia Department of Education School Nutrition Division
Administrative Review Summary

School Food Authority Name: Candler County Schools

Date of Administrative Review entrance conference: 2/22/2017

Date final review results were provided to the School Food Authority: 4/13/2017

Date review summary was publicly posted: 4/25/2017

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><strong>Sponsor - Level Findings</strong></td>
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<tr>
<td>300 - Meal Counting and Claiming</td>
<td>V-0300</td>
<td>The End of Day Summaries from January 17 to January 31 did not reconcile to the End of Month, 112 and 118. Candler County Schools implemented Bio-metric scanning for counting and claiming on Jan. 17, 2017. January 2017 was the first month's claim after implementing the new process.</td>
<td>Contact the software company to determine if the bio-metric process would effect either the end of day or the end of month summaries. Determine the correct report to use since the counting procedure has changed. The &quot;By Location&quot; End of Month Report (equivalent 112-118) matched the End of Day Reports for January 17-31. From this month forward continue using the &quot;By Location&quot; End of Month Report. For the month of February and March do a second party check to ensure the report is capturing the correct information. Send to the SA a copy of a process or procedure that will be used to conduct a second party check on meal counts. All documents were received. No further action is needed. This finding is closed.</td>
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<td><strong>Site - Level Findings: Metter High School</strong></td>
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<td>400 - Meal Components and Quantities - Lunch</td>
<td>V-0400</td>
<td>402F The minimum daily quantity requirements are not being met for the age/grade group being offered.</td>
<td>The SFA will require a product formulation statement on meat items to ensure crediting of Turkey for Turkey &amp; Cheese Sub and Roast Beef and Cheese Sub. The recipe will be adjusted to provide the 2 oz. required minimum component for meat/meat alternate. Documents were received. No further action is needed. This finding is closed.</td>
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