Georgia Department of Education School Nutrition Division
Administrative Review Summary

School Food Authority Name: __Pelham City___________________________

Date of Administrative Review entrance conference: _Nov 6-8, 2018_________________

Date the final review results were provided to the School Food Authority:
_____________________

Date review summary was publicly posted: 11–19–18 _________

General Program Participation
1. What Child Nutrition Programs does the School Food Authority participate in?
   x School Breakfast Program
   x National School Lunch Program
   x Fresh Fruit and Vegetable Program
   x Afterschool Snack
   □ Special Milk Program
   x Seamless Summer Option

2. Does the School Food Authority operate under any Special Provisions for meal counting and claiming?
   x Community Eligibility Provision
   □ Special Provision 2

Review Findings
3. Did the review identify areas of non-compliance with School Nutrition Program Regulations?
   x Yes □ No
### Sponsor - Level Findings

<table>
<thead>
<tr>
<th>Area</th>
<th>Findings ID</th>
<th>Finding Description</th>
<th>Required Corrective Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>RMCR - Revenue From Nonprogram Foods</td>
<td>V-RMCR</td>
<td>SFA did not charge enough for nonprogram foods and was not in compliance with the USDA nonprogram food compliance tool by $6,337.</td>
<td>SFA must come up with and implement a plan to get in compliance with the tool such as raising prices of items sold or looking at items being offered to see if they are selling to cover the cost. The plan was received and approved. No further action is needed.</td>
</tr>
</tbody>
</table>

### Site - Level Findings: Pelham Elementary School (3050)

<table>
<thead>
<tr>
<th>Code</th>
<th>Findings ID</th>
<th>Finding Description</th>
<th>Required Corrective Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1300 - Water</td>
<td>V-1300</td>
<td>1300F- Free potable water was not available to students in the cafeteria at breakfast.</td>
<td>The SFA will: 1. Provide free potable water to all students during meal service. 2. Develop a procedure to correct the finding and will submit a copy of the procedure for corrective action. 3. The SFA will provide training to appropriate staff on the correct procedure and submit an agenda, sign in sheet with the date of the training. Corrective action was received. No further action is needed.</td>
</tr>
<tr>
<td>1400 - Food Safety</td>
<td>V-1400</td>
<td>On-site or off-site storage violations were observed: 1. Cases of product in the dry storage, cooler, and freezer were not properly date marked making FIFO difficult. 2. In the cooler was a cart with food items for the teacher salad bar. The items were in containers not labeled or date marked.</td>
<td>The SFA will provide training to staff on the correct procedures for FIFO, date marking and labeling of food products, including leftovers. The SFA will submit a copy of the procedures, agenda, and sign in sheet with the date of the training. Corrective has been received. No further action is needed.</td>
</tr>
<tr>
<td>1900 - Fresh Fruit and Vegetable Program (FFVP)</td>
<td>V-1900</td>
<td>Apples were not washed on site before serving.</td>
<td>All fresh fruits and vegetables will be washed on site before serving. The SFA will provide training to staff on their SOP for washing fruits and vegetables that is in their Food Safety Plan. The SFA will submit a copy of the procedures, agenda, sign in sheet with the date of the training. Corrective was received. No further action is needed.</td>
</tr>
</tbody>
</table>