Georgia Department of Education School Nutrition Division
Administrative Review Summary

School Food Authority Name: DeKalb Path Academy

Date of Administrative Review entrance conference: November 26, 2018

Date the final review results were provided to the School Food Authority: January 11, 2019

Date review summary was publicly posted: January 25, 2019

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 Afterschool Snack

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?
   X Yes        □ No
DEKALB PATH ACADEMY, INC (975)
Review ID: 9191
Exit Conference Date: 11/27/2018

Review Year: 2019
Month of Review: October
Lead Reviewer: Hui Clevenger

<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-0100</td>
<td>All selected applications were not correctly approved. One application was not approved correctly, and another application did not list all the household members.</td>
<td>Application errors were corrected, and parent notifications were sent. The SFA will develop a procedure to double check the applications that were sent to the DeKalb County Scanning office. The SFA provided a copy to the state agency as corrective action. This finding is closed.</td>
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<tr>
<td>100 - Certification and Benefit Issuance</td>
<td>V-0100</td>
<td>One application was determined as reduced but transferred to the benefit issuance roster as free.</td>
<td>The student's benefit was corrected. Documentation is included with other benefit and certification corrective action. The SFA will develop a procedure to double check the accuracy of the benefit issuance roster. The procedure has been provided to the state agency. This finding is closed.</td>
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<tr>
<td>300 - Meal Counting and Claiming</td>
<td>V-0300</td>
<td>The counts for the review period were not correctly consolidated and claimed by the SFA. The status for one student changed, from free to reduced, at the end of the month. The breakfast tab was updated to reflect the change in status, however the lunch tab was not.</td>
<td>The SFA will develop a procedure to ensure that student status is updated for both breakfast and lunch as needed and will submit a copy of the procedure for corrective action. The SFA will also modify its current procedure to ensure when the counts for the claim are determined that each category is counted, and back-out system is not used. The SFA provided a copy of the procedures as corrective action. This finding is closed.</td>
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was not and resulted in an overclaim of 3 meals. In addition, the SFA is using a back-out system to determine the claim for free meals which is not an acceptable method for determining the counts. finding is closed.

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<thead>
<tr>
<th>Site - Level Findings: DEKALB PATH ACADEMY (9050)</th>
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<tbody>
<tr>
<td><strong>1400 - Food Safety</strong></td>
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<td><strong>1700 - Afterschool Snack</strong></td>
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<td><strong>1760 - Afterschool Snack</strong></td>
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