Georgia Department of Education School Nutrition Division
Administrative Review Summary

School Food Authority Name: Stewart County

Date of Administrative Review entrance conference: February 12, 2019

Date the final review results were provided to the School Food Authority: February 15, 2019

Date review summary was publicly posted: April 17, 2019

General Program Participation
1. What Child Nutrition Programs does the School Food Authority participate in?
   □ School Breakfast Program
   □ National School Lunch Program
   □ Afterschool Snack
   □ Seamless Summer Option

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

Review Findings
3. Did the review identify areas of non-compliance with School Nutrition Program Regulations?
   □ Yes
Stewart County (728)
Review ID: 9235
Exit Conference Date: 2/15/2019

Review Year: 2019
Month of Review: January
Lead Reviewer: Marian Bone

<table>
<thead>
<tr>
<th>Area</th>
<th>Findings ID</th>
<th>Finding Description</th>
<th>Required Corrective Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1400 - Food Safety</td>
<td>V-1400</td>
<td>The SFA had outdated pre-packaged produce in their cooler and on the serving line.</td>
<td>The Manager/Supervisor will train the staff on proper monitoring and disposal of food inventories. The SFA will provide the standard operating procedure for monitoring and disposing of food inventory and a sign-in sheet documenting training on the procedure. An agenda and sign-in sheet document the training. This finding is CLOSED.</td>
</tr>
<tr>
<td>300 - Meal Counting and Claiming - Breakfast</td>
<td>V-0300</td>
<td>The number of breakfast meals served daily was not accurately recorded.</td>
<td>Each month, before the claim is submitted, the Manager/Supervisor will review and recalculate the number of meals recorded to validate the accuracy of the claim. She and the cashier will initial that they have checked the totals. The SFA will develop and implement a procedure to validate the accuracy of the number of meals before the claim is submitted. The SFA has provided a procedure and documented it’s implemented. This finding is CLOSED.</td>
</tr>
<tr>
<td>400 - Meal Components and Quantities - Breakfast</td>
<td>V-0400</td>
<td>Signage describing the items required for a reimbursable breakfast was not on the Breakfast carts in the hallways.</td>
<td>The SFA printed new Breakfast Offer vs Serve signs for each of the serving lines. The signs were placed on the serving lines on February 14, 2019. This was witnessed by the State Agency. This finding is CLOSED.</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>400 - Meal Components and Quantities - Lunch</th>
<th>V-0400</th>
<th>The SFA did not offer legumes during the week of review. Therefore, they did not meet all the vegetable subgroup requirements.</th>
<th>The SFA provided a copy of their new cycle menu designating that they will offer a minimum of 1/2 cup of legumes each week to all grades. This finding is CLOSED.</th>
</tr>
</thead>
<tbody>
<tr>
<td>500 - Offer versus Serve</td>
<td>V-0500</td>
<td>Offer vs Serve was not properly implemented at the breakfast serving carts.</td>
<td>The Manager/Supervisor along with the State Agency provided training on how to properly implement Offer vs. Serve at breakfast. Each participant was given the opportunity to make a reimbursable breakfast and to state what had to be included and what the student should be allowed to pick up in addition to the three items that included 1/2 cup of fruit. An agenda and sign-in sheet document the training. This finding is CLOSED.</td>
</tr>
</tbody>
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