Administrative Review Summary SY2020

School Food Authority Name: Murray County
Date of Administrative Review Entrance Conference: January 14, 2020
Date final review results were provided to the School Food Authority: February 20, 2020
Date review summary was publicly posted: March 2, 2020

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
### Corrective Action History

<table>
<thead>
<tr>
<th>Section</th>
<th>Form subsection</th>
<th>Site Name</th>
<th>Question #</th>
<th>Due Date</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local School Wellness</td>
<td>Local School Wellness</td>
<td>1000 01/22/2020</td>
<td>CAP Accepted</td>
<td></td>
<td></td>
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**Finding:**
The School Food Authority Wellness Policy did not meet the requirements.

**Corrective Action:**
The School Food Authority is to revise their Wellness Policy to meet the Wellness Policy requirements. Specific wellness goals and a plan for Triennial Assessment are to be developed.

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<tbody>
<tr>
<td>Smart Snacks in School</td>
<td>Smart Snacks in School Chatsworth Elementary School</td>
<td>1106 01/22/2020</td>
<td>CAP Accepted</td>
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**Finding:**
The school holds fundraisers during the school day where students may purchase food and beverages that are not Smart Snack compliant. The school did not observe the State-defined limit on fundraisers. The school sells non-compliant Smart Snack items during the lunch period every Wednesday and Friday.

**Corrective Action:**
A procedure written on the system letterhead will be developed that includes the following three requirements:

1. Schools will complete the State approved fundraiser request form with supporting Smart Snack compliant documentation.
2. The form and documentation will be submitted to the School Nutrition Director for review and approval.
3. The School's Wellness Team member will periodically review school invoices to validate that each school is compliant with the items listed on the fundraiser form.
### Finding:
The menu plan was for students to be able to pick up one sandwich and/or chili. The PB&J sandwich did not have sufficient quantity of peanut butter to meet the meat/meat alternate requirement. A student who chose not to get the chili would have not received sufficient meat/meat alternate. Staff corrected the portion size prior to the start of the meal service.

### Corrective Action:
Retrain staff to follow the directions on recipes. Provide a plan for when the training will be presented to staff.

### Group 1: CA Count (2)

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<td>Chatsworth Elementary School</td>
<td>1411</td>
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<tr>
<td>Food Safety, Storage and Buy American</td>
<td>Food Safety, Storage and Buy American</td>
<td>Coker Elementary School</td>
<td>1411</td>
</tr>
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### Finding:
The review of agricultural food components indicated violations to the Buy American Provision. Juice products were received that were not domestic and no documentation was on file to indicate the School Food Authority communicated their acceptance of the non-domestic items prior to accepting the product.

### Corrective Action:
The School Food Authority obtained documentation from the vendor regarding the apple juice. The School Food Authority should revise their procedure to include identifying non-domestic items prior to awarding their bid. The procedure should include language concerning the Buy American Provision and require rationale for selection of non-domestic products. The School Food Authority must provide a copy of their procedure as corrective action.