Georgia Department of Education School Nutrition Division
Administrative Review Summary

School Food Authority Name: Atkinson County

Date of Administrative Review entrance conference: January 14, 2020

Date the final review results were provided to the School Food Authority: April 7, 2020

Date review summary was publicly posted: June 3, 2020

General Program Participation
1. What Child Nutrition Programs does the School Food Authority participate in?
   - X School Breakfast Program
   - X National School Lunch Program
   - □ 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?
   - □ Community Eligibility Provision
   - X Special Provision 2

Review Findings
3. Did the review identify areas of non-compliance with School Nutrition Program Regulations?
   - X Yes
   - □ No
# Atkinson County - Corrective Action Report

<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>Meal Counting and Claiming - Day of</td>
<td>Meal Counting and Claiming - Day of Review</td>
<td>Pearson Elementary School</td>
<td>318</td>
<td>Closed</td>
<td></td>
</tr>
<tr>
<td>Review</td>
<td></td>
<td></td>
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**Corrective Action History**

Finding: At the selected school(s), each type of meal service line as observed on the day of review does not provide an accurate count at the alternate point of service. (SPED Classroom). They did not follow their procedure. The meals were counted at the cashier before leaving the cafeteria.

Corrective Action: The Supervisor will retrain the cashiers on their policy of taking a tally sheet with the meals as they are taken to the classroom. The tally sheet will be checked off as the student receives the meal and then returned to the cafeteria where they will be entered in the POS.

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**Corrective Action History**

Finding: The SFA/Sponsor is not following their approved SFA/Sponsor-SA Agreement/application (including POS). Pearson Elementary did not have the alternate serving location (SPED classroom) listed on their SAI page.

Corrective Action: The SNP Supervisor will update the SAI page and indicate the alternate serving location (classroom) and will indicate that a tally sheet will be completed after the student receives a tray and then will return the tally sheet to the cafeteria where the meals will then be counted.
### Corrective Action History

<table>
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<tr>
<th>Establishment</th>
<th>Finding</th>
<th>Corrective Action</th>
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<td>Food Safety, Storage and Buy American, Pearson Elementary School</td>
<td>All the selected relevant temperature logs were not available for review. Temperature logs for the Storage Room and the Milk boxes were not available.</td>
<td>The SFA Supervisor will provide the missing logs and the manager will complete the logs for the day of the review and provide them to the reviewer. The Supervisor will review all schools on a regular basis to ensure all required logs are being maintained.</td>
</tr>
<tr>
<td>Smart Snacks in School, Pearson Elementary School</td>
<td>Foods and beverages sold to students during the school day (defined as 12 am on a day of instruction to 30 minutes after the end of the official school day), do not meet Smart Snacks standards (Includes food items sold during non-exempt fundraisers).</td>
<td>The Principal will notify staff members and food vendors of the end of sales until only compliant items are available for students to purchase. The principal will also place “out of order” signs on vending machines until vendor can remove non-compliant items.</td>
</tr>
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</table>