Georgia Department of Education School Nutrition Division
Administrative Review Summary

School Food Authority Name: Ben Hill County Schools

Date of Administrative Review entrance conference: April 16, 2018

Date the final review results were provided to the School Food Authority: June 12, 2018

Date review summary was publicly posted: June 12, 2018

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
   □ Afterschool Snack
   □ Special Milk Program
   □ 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
<table>
<thead>
<tr>
<th>Sponsor - Level Findings</th>
<th>Area ID</th>
<th>Finding Description</th>
<th>Required Corrective Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local School Wellness Policy</td>
<td>V-1000</td>
<td>Goals are missing or too broad and may be difficult to evaluate.</td>
<td>School Food Authority (SFA) must revise the Local Wellness Policy (LWP) to include, at a minimum, specific goals for nutrition education, physical activity, and other school-based activities to promote student wellness. Provide nutrition guidelines for all foods available on school campus. In addition to the 2004 requirements, the LWP is also to include goals for nutrition promotion. The SFA is required to review and consider evidence-based strategies in determining these goals. The SFA will submit a plan of work with goals and timelines for making corrections to meet the federal requirements.</td>
</tr>
<tr>
<td>School Breakfast and SFSP Outreach</td>
<td>V-1600</td>
<td>The School Food Authority (SFA) did not inform eligible families about the availability and location of free meals for students via the Summer Food Service Program.</td>
<td>The SFA will provide information about the Summer Food Service Program to students and families via the school system website and/or flyers. A copy of the website announcement and/or flyers will be submitted as documentation of corrective action. Documentation was received. This finding is closed.</td>
</tr>
<tr>
<td>Special Provision Options</td>
<td>V-2100</td>
<td>During the off-site portion of the review the SFA School Nutrition Director discovered an error that changed the CEP claiming percentages. The CEP First Year Identified Student Percentage (ISP) was redone when gathering all documentation to support the original CEP First Year ISP. The new ISP has been validated and confirmed with an error free validation of 10% of the student certification. The Determination Worksheet is correct. This requires fiscal action to be calculated to previous claims submitted from August 2017 to December 2017.</td>
<td>The SFA will begin using the revised CEP claiming percentages for the remainder of the CEP cycle. Fiscal action will be calculated by the state. This finding is closed.</td>
</tr>
<tr>
<td>Ben Hill County Primary School</td>
<td>V-1400</td>
<td>Inconsistent date marking was found in the dry storage area. Some cases and individual cans were not marked with the year. All inventory did have at least the month and day, but the year is necessary.</td>
<td>Mark all items without year dates with the year received. Retrain staff on receiving and date marking. During training state the procedure for &quot;first in first out&quot; inventory management. Provide the agenda and signed roster of all in attendance. Documentation was received. This finding is closed.</td>
</tr>
</tbody>
</table>