Georgia Department of Education School Nutrition Division
Administrative Review Summary

School Food Authority Name: **Broken Shackle Ranch Inc.**

Date of Administrative Review entrance conference: 2/7/2017

Date final review results were provided to the School Food Authority: 2/21/2017

Date review summary was publicly posted: 2/24/2017

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**General Program Participation**

1. What Child Nutrition Programs does the School Food Authority participate in?
   - ✔️ School Breakfast Program
   - ✔️ 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?
   - ☐ Community Eligibility Provision
   - ☐ Special Provision 2

**Review Findings**

3. Did the review identify areas of non-compliance with School Nutrition Program Regulations?
   - ✔️ Yes
   - ☐ No
<table>
<thead>
<tr>
<th>Sponsor - Level Findings</th>
<th>Area Findings ID</th>
<th>Finding Description</th>
<th>Required Corrective Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1200 - Professional Standards</td>
<td>V-1200</td>
<td>Student workers are used during serving time to serve meals, wash dishes and clean the kitchen. The director indicated that he does on-going training with the students but has not documented this.</td>
<td>Broken Shackle Ranch will develop and implement a procedure to train student workers in the duties that they perform relating to school nutrition. They will submit the procedure, an agenda and a sign in sheet documenting that the training has been done. All documentation was submitted. This finding is closed. No further action is needed.</td>
</tr>
</tbody>
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**Site - Level Findings: Broken Shackle Ranch**

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<td>1400 - Food Safety</td>
<td>V-1400</td>
<td>The school had fruit cocktail in storage that was not compliant with the Buy American provision in 7 CFR 210.21(d). This item was purchased from the Food Bank.</td>
<td>The school will develop a procedure for reviewing purchased food labels to assure that they meet the Buy American Provision. A procedure was submitted. This finding is closed. No further action is needed.</td>
</tr>
<tr>
<td>300 - Meal Counting and Claiming - Breakfast</td>
<td>V-0300</td>
<td>The meal counts were not correctly used in the Claim for Reimbursement. The error was made when the meal counts were transferred from the roster to the daily meal count form that is used for the DE0 106 claim.</td>
<td>The SFA will develop and implement a procedure to ensure rosters are counted and reported correctly for all breakfasts and lunches. The State Agency will calculate fiscal action. A procedure was submitted. This finding is closed. No further action is needed.</td>
</tr>
<tr>
<td>400 - Meal Components and Quantities - Breakfast</td>
<td>V-0400</td>
<td>The minimum daily food quantity requirements were not met for the age/grade group served. This was observed for both breakfast and lunch.</td>
<td>The SFA will develop a procedure to correct the finding and will submit a copy of the procedure for corrective action. A procedure was submitted. This finding is closed. No further action is needed.</td>
</tr>
</tbody>
</table>