



BILL LEE
GOVERNOR

STATE OF TENNESSEE
DEPARTMENT OF EDUCATION
NINTH FLOOR, ANDREW JOHNSON TOWER
710 JAMES ROBERTSON PARKWAY
NASHVILLE, TN 37243-0375

PENNY SCHWINN
COMMISSIONER

April 6, 2023

Dr. Tim Parrott
Anderson County
101 S Main Street
Clinton, TN 37716-3610

Dear Director Parrott:

Please find the attached summary review of findings from the School Nutrition Program's 2022-23 fiscal year administrative review of Anderson County's National School Lunch Program and School Breakfast Program. This review was conducted the week of April 3, 2023, with the exit date of April 5, 2023. The attached summary includes the identified findings and the corrective actions required.

District responses and supporting documentation of corrective actions are required for all findings, and findings must be corrected district wide. The School Nutrition Program director must provide the responses to the findings via the Tennessee: Meals, Accounting, and Claiming (TMAC) system in the "Compliance" section, as discussed with the lead reviewer. Technical assistance areas do not require responses; these suggestions are only to help the district improve the program. They are also available in the "Compliance" section in TMAC.

All corrective actions shall be documented and supported in the "Compliance" section in TMAC no later than May 5, 2023. During this timeframe, if you identify errors or points of disagreement in our findings, please contact me, to discuss next steps. If there are no errors or points of disagreement, please be mindful that refusal or failure to comply with the required, corrective actions within the allotted timeframe may result in fiscal action.

Upon receipt of Anderson County's documented corrective action, the Tennessee Department of Education will determine whether the documentation is complete and resolves the findings identified. Once the department approves the corrective actions, your district will receive a closure letter closing the review within 30 calendar days.

If you have any questions or concerns, please contact our office at (800) 354-3663.

Sincerely,

Bill Byford
State Director of School Nutrition
School Nutrition Program

Anderson County (010)

Review ID: 3581

Exit Conference Date: 4/5/2023

Review Year: 2022-2023

Month of Review: February

Lead Reviewer: Leslea Miller

Area	Findings ID	Finding Description	Required Corrective Action
------	-------------	---------------------	----------------------------

SFA - Level Findings

100 - Certification and Benefit Issuance	V-0100	Observed two students were certified for benefits incorrectly.	Update benefits and notify the households. Upload documentation of benefits being updated.
100 - Certification and Benefit Issuance	V-0100	Observed the adverse action letter and directly certified notification of benefits letter did not have all of the required information.	Update the letters to include all of the required information. Upload copies of the updated letters.