



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

March 27, 2023

Pamela Kay Johnson
Greater Praise Christian Academy
3475 North Watkins
Memphis, TN 38127

Dear Director Johnson:

Please find the attached summary review of findings from the School Nutrition Program's 2022-23 fiscal year administrative review of Greater Praise Christian Academy's National School Lunch Program and School Breakfast Program. This review was conducted the week of March 20, 2023, with the exit date of March 22, 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 13, 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 Greater Praise Christian Academy'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

Greater Praise Christian Academy (P325)

Review ID: 2266

Exit Conference Date: 3/22/2023

Review Year: 2022-2023

Month of Review: December

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

700 - Resource Management	V-RMCR	Observed that the SFA was being invoiced for 100 meals, however, the contract states that only meals served should be invoiced.	Obtain revised invoices for overages to be credited to program. Upload a copy of revised invoices to demonstrate compliance.
1200 - Professional Standards	V-1200	Observed that the SFA did not adequately track Professional Development trainings and were unable to demonstrate the hours of training.	Develop a spreadsheet to track training and hours for School Nutrition staff. If the director does not have 12 hours of training completed, develop a plan to have the required hours completed by June 30, 2023. Submit the plan to the State Agency to demonstrate compliance.

Site - Level Findings: Greater Praise Christian Academy (9277)

1500 - Reporting and Recordkeeping	V-1500	Observed that the application incorrectly stated the SFA was participating in the After School Snack program.	Update the application by removing After School Snacks.
1500 - Reporting and Recordkeeping	V-1500	Observed that the HACCP and other required documentation was not kept on site.	Request documentation from SCS. Retain these documents on site for 3 years plus the current year. Upload a copy of the request made to SCS and photos of documents on site.