



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 9, 2020

Mr. Chris Villaflor
Decatur County Schools
P O Box 369
Decaturville, TN 38329

Dear Mr. Villaflor:

Please find attached the summary review of findings from the School Nutrition Program's 2019–20 fiscal year administrative review of Decatur County Schools National School Lunch Program and School Breakfast Program. This review was conducted the week of March 2, 2020, with the exit date of March 4, 2020. 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 April 03, 2020. During this timeframe, if you find 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 potential fiscal action.

Upon receipt of Decatur 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,

Sandy Dawes
State Director

Decatur County (200)

Review ID: 1854

Exit Conference Date: 3/4/2020

Review Year: 2019-2020

Month of Review: January

Lead Reviewer: Tami Simpson

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

300 - Meal Counting and Claiming	V-0300	Observed Decatur County meal policy to claim new students free within the first 30 days. SFA misunderstood the carryover policy. The SFA had one new student starting 3-3-20 receive free benefit without prior transfer eligibility status, not verified on the DC list and had not received an application. Observed the student was entered as free in the POS but was corrected to paid eligibility on 3-4-20.	SFA understands and will not claim the lunch meal from student on March claim. SFA will upload proof of eligibility status change of the new student from POS system and write a corrected policy for new students.
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