



**BILL HASLAM**  
GOVERNOR

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

**CANDICE MCQUEEN**  
COMMISSIONER

October 29, 2018

Dr. Vicki Kirk  
Tennessee School for the Deaf  
2725 Island Home Blvd  
Knoxville, TN 37920

Dear Director Kirk:

Please find attached the summary review of findings from the School Nutrition Program's 2018–19 fiscal year administrative review of Tennessee School for the Deaf's National School Lunch Program and School Breakfast Program. This review was conducted the week of October 15, 2018, with the exit date of October 17, 2018. The 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 will 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 system 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 November 30, 2018. During this timeframe, if you find errors or points of disagreement in our findings, please contact me, and I will assist you with your next course of action. 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 Tennessee School for the Deaf'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,

Lori Paisley  
Executive Director, Healthy Schools

**Tenn Sch For Deaf (964)**

**Review ID: 1655**

**Exit Conference Date: 10/17/2018**

Review Year: 2019

Month of Review: September

Lead Reviewer: Frankie Norton

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

100 - Certification and Benefit Issuance	V-0100	One student was incorrectly listed as paid on the benefit issuance document. The benefit issuance document was not updated when the student became a resident instead of a day student.	Correct the student's eligibility on the benefit issuance document, and upload the corrected document to demonstrate compliance.
1400 - Food Safety	V-1400	The written food safety plan did not reflect the current food code temperature danger zone.	Update the food safety plan, and upload the updated plan to demonstrate compliance.
700 - Resource Management	V-0700	The adult meal price was not sufficient to cover the overall cost of the meals in compliance with FNS Instruction 782-5, resulting in a loss.	Cover the cost difference between the minimum requirement and the actual price charged from a non-Federal source. Upload documentation that validates a transfer into the nonprofit school food service account that is sufficient to cover the loss.