



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

July 26, 2018

Mr. Joey Hassell
Haywood County Schools
900 East Main Street
Brownsville, TN 38012

Dear Director Hassell:

Please find attached the summary review of findings from the School Nutrition Program's 2017–18 fiscal year administrative review of Haywood County's National School Lunch Program and School Breakfast Program. This review was conducted the week of February 20, 2018, with the exit date of February 22, 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 June 1, 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 Haywood 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,

Jody Baruth,

State Director
School Nutrition Program

Haywood County (380)

Review ID: 811

Exit Conference Date: 2/22/2018

Review Year: 2018

Month of Review: January

Lead Reviewer: Audra Henderson

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

1000 - Local School Wellness Policy	V-1000	The following required elements are missing in the Wellness Policy: Policies for food and beverage marketing, foods provided but not sold to students, description of public involvement, and a description of public updates.	Update the current wellness policy to include all missing elements and upload a copy of the wellness policy to demonstrate compliance.
Resource Mgt Comprehensive Review	V-RMCRF	The adult meal price for lunch was not in compliance with FNS Instruction 782-5 Rev 1. The adult meal price was priced at \$3.50 and it must be at least \$3.65.	Discuss increasing the adult meal price with the director of schools and develop an action plan for the 2018-19 school year. Upload communication related to this plan to demonstrate compliance.

Site - Level Findings: Haywood High School (0040)

900 - SFA On Site Monitoring	V-0900	The readily observable general areas were not monitored.	Complete the readily observable general areas portion of the on-site monitoring form and upload the completed form.
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