



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

April 25, 2017

Mr. Johnny McDaniel, Director
Lawrence County Schools
610 Mahr Avenue
Lawrence, TN 38464-2399

Dear Mr. McDaniel:

Please find attached the summary review of findings from the School Nutrition Program's 2016-17 fiscal year administrative review of Lawrence County's National School Lunch Program, School Breakfast Program, Afterschool Snack Program and Fresh Fruit and Vegetable Program. This review was conducted the week of March 27 2017, with the exit date of March 30, 2017. 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 for Lawrence County shall be documented, supported, and listed in the "Compliance" section in TMAC no later than April 28, 2017. 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 Lawrence 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 Quache Spencer or me at (800) 354-3663.

Sincerely,

A handwritten signature in cursive script that reads "Phyllis M. Hodges".

Phyllis Hodges, State Director

Lawrence County (500)

Review ID: 1164

Exit Conference Date: 3/30/2017

Review Year: 2017

Month of Review: January

Lead Reviewer: Michael Bishop

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

100 - Certification and Benefit Issuance	V-0100	There was an error in application processing. One application was missing the last four digits of the adult household member's Social Security Number/indication of no Social Security Number.	Contact the household and confirm the last four digits of the Social Security Number/no Social Security Number. Upload a copy of the amended application.
200 - Verification	V-0200	The school food authority's (SFA's) verification notification letter did not include the modified Use of Information Statement.	Modify the SFA's verification notification letter to include the modified Use of Information Statement and upload the letter in Corrective Action Documents. See Special Instructions for the statement.

Site - Level Findings: Ingram Sowell Elementary (0030)

800 - Civil Rights	V-0800	Students were being separated by gender during meal service. Local education agencies are not permitted to separate children on any protected basis (gender) during the service of program meals or snacks.	Cease segregating students by gender during meal service. Allow students to sit next to a child of either gender of their choosing. Submit correspondence from the school principal indicating that this procedure has been stopped.
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Site - Level Findings: Summertown Elementary (0090)

1400 - Food Safety	V-1400	A review of food products indicated violations of the Buy American provision.	Notify the vendor for the products mentioned in Special Instructions and inform them of the non-compliant products. Request compliant replacements for noted products.
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			Upload documentation of correspondence in Corrective Action Documents.
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