



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 7, 2017,

Mr. Kurt Dronebarger, Director
White County
136 Baker Street
Sparta, TN 38583-1700

Dear Mr. Dronebarger:

Please find attached the summary review of findings from the School Nutrition Program's 2015-16 fiscal year administrative review of White County's National School Lunch Program, School Breakfast Program and Afterschool Snack Program. This review was conducted the week of March 13, 2017, with the exit date of March 17, 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.

During the review, findings in section **2100: Special Provision Options** require fiscal action. An explanation of the findings is included in the attached review summary. All corrective actions for White County shall be documented, supported, and listed in the "Compliance" section in TMAC no later than May 26, 2017.

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 further potential fiscal action.

Upon receipt of White 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,



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

Phyllis Hodges, State Director

White County (930)
Review ID: 538
Exit Conference Date: 3/17/2017

Review Year: 2017
Month of Review: February
Lead Reviewer: Kristen Nauss

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

SFA - Level Findings

2100 - Special Provision Options	V-2100	A clerical error resulted in one additional student identified as directly certified.	Contact the state agency to adjust the ISP from 50.56% to 50.53%. Attach a screenshot of the revised ISP to demonstrate compliance.
700 - Resource Management	V-0700	The Paid Lunch Equity (PLE) tool was not completed in its entirety. Additionally, the district was not able to produce a PLE waiver.	Complete the PLE tool for school year 2015-16. Develop an internal plan to ensure forms and waivers are submitted and maintained. Upload completed PLE tool for 2015-16 and internal plan.
Resource Mgt Comprehensive Review	V-RMCRF	The adult breakfast price charged was not sufficient to cover the overall cost of the meal.	Increase the adult breakfast price using the USDA formula or costing data. Upload communication to teachers informing them of the price change.

Site - Level Findings: Cassville (0015)

1400 - Food Safety	V-1400	Three temperature logs for the 2016-17 school year were not available for review. No receiving, thermometer calibration, nor	Retrain cafeteria staff on proper temperature logging procedures; attach an agenda and signed roster of trainees as documentation that this training has occurred.
--------------------	--------	--	--

		dishwasher logs were available.	Also, attach a temperature log of each type of temperature log after corrective action has occurred to demonstrate compliance with standard operating procedure (SOP).
--	--	---------------------------------	--

Site - Level Findings: Sparta-White County High (0040)

1100 - Smart Snacks in School	V-1100	Vending machines contain items that do not meet Smart Snack guidelines.	<p>Replace items with Smart Snack compliant items or have the machines removed.</p> <p>Upload communication with vendor requesting Smart Snack items or photos of the machines with compliant items or proof that they have been removed.</p>
1400 - Food Safety	V-1400	Thermometer calibration logs were not available. Cooling logs indicated food was not cooled to 41 degrees. Holding logs indicate food not listed on the Time as a Public Health Control list is being held below 135 degrees or is missing temperatures.	<p>Retrain cafeteria staff on proper temperature logging procedures. Calibrate thermometers and document. Cool food to 41 degrees and document. Update the Time as a Public Health Control list or ensure foods not on this list are held at 135 degrees or higher.</p> <p>Attach an agenda and signed roster of trainees as documentation that this training has occurred.</p> <p>Attach a cooling, holding, and calibration log after corrective action has occurred to demonstrate compliance with SOP.</p>