



**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

February 3, 2022

Mr. Tyree Daniels  
Memphis College Preparatory  
1500 Dunn Ave  
Memphis, TN 38106-4724

Dear Mr. Daniels:

Please find attached the summary review of findings from the School Nutrition Program's 2021–22 fiscal year administrative review of Memphis College Preparatory National School Lunch Program and School Breakfast Program. This review was conducted the week of January 31, 2022, with the exit date of February 2, 2022. 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 February 25, 2022. 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 Memphis College Preparatory 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  
School Nutrition Program

**Memphis College Preparatory (C317)**

**Review ID: 2108**

**Exit Conference Date: 2/2/2022**

**Review Year:** 2021-2022

**Month of Review:** December

**Lead Reviewer:** MarLea Finch

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

800 - Civil Rights	V-0800	800: The Non-Discrimination Statement used was incorrect.	Update all program materials and include the updated non-discrimination statement. Submit proof the statement has been updated.
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