



**BILL LEE**  
GOVERNOR

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

**LIZZETTE REYNOLDS**  
COMMISSIONER

April 10, 2024

Jay Renfro  
Tennessee Nature Academy  
7533 Lords Chapel Drive  
Nashville, TN 37211-7035

Dear Mr. Renfro:

Please find the attached summary review of findings from the School Nutrition Program's 2023-24 fiscal year administrative review of Tennessee Nature Academy's National School Lunch Program and School Breakfast Program. This review was conducted the week of March 25, 2024, with the exit date of April 10, 2024. 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 May 10, 2024. During this timeframe, if you identify 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 fiscal action.

Upon receipt Tennessee Nature Academy'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,

Joshua Nunnally  
State Director of School Nutrition  
School Nutrition Program

**Tennessee Nature Academy (C450)**

Review ID: 4072

Exit Conference Date: 4/10/2024

Review Year: 2023-2024

Month of Review: February

Lead Reviewer: MarLea Finch

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

**SFA - Level Findings**

|                                          |        |                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                            |
|------------------------------------------|--------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 100 - Certification and Benefit Issuance | V-0100 | One application with two students included was incorrectly categorized upon review. The application was considered free when it should have been considered reduced.                                                                                       | Update the Point-of-Sale platform with the correct eligibility categories for each student impacted. Correct the identified application and send letters to the household whose benefits were affected. Upload the letters as documentation of compliance. |
| 1400 - Food Safety                       | V-1400 | The School Food Authority did not have a food safety plan available on site. Although there is a vended meal contract in place, a food safety plan is also required at the site level because students are being served and food is being handled on site. | Create a food safety plan and train school nutrition staff on policies and procedures. Upload the food safety plan and training agenda/sign in sheet as proof of corrective action.                                                                        |

**Site - Level Findings: Tennessee Nature Academy (8147)**

|                                                  |        |                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                              |
|--------------------------------------------------|--------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 400 - Meal Components and Quantities - Breakfast | V-0400 | Breakfast included fruit juice offerings when observed, however the menu and production records did not indicate fruit juice was being offered in addition to the fresh fruit options, therefore exceeding the requirement that no more than 50% of fruit offered at breakfast can be in the form of juice. | Adjust breakfast menu to reflect what is being offered at breakfast to ensure that not 50% of fruit available is in the form of juice. Upload updated menu.                                                                                                                                                                                  |
| 1400 - Food Safety                               | V-1400 | School Food Authority did not have temperature logs available on site.                                                                                                                                                                                                                                      | Record temperatures and log them on appropriate temperature logs. Train all personnel handling food how to check accurate temperatures and record them on the temperature logs. Upload a copy of food safety training and sign in sheet and upload a copy of one week's worth of recorded temperature logs as evidence of corrective action. |
| 800 - Civil Rights                               | V-0800 | School Food Authority did not have the required USDA "And Justice for All" poster displayed in a prominent location and visible to recipients of benefits.                                                                                                                                                  | Post the required USDA "And Justice for All" poster in a prominent location visible to program participants. Take a picture of the posted document and upload to TMAC as evidence of corrective action.                                                                                                                                      |
| 1400 - Food Safety                               | V-1400 | School Food Authority did not have Buy American Exemptions Listed.                                                                                                                                                                                                                                          | Work with vended meal company to ensure all non-domestic items are listed as exemptions on Buy American Certification Form. Keep on file and easily accessible to ensure compliance. Upload the completed Buy American Certification Form as evidence of corrective action.                                                                  |