



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

December 1, 2022

Dr. Woody Burton
Lake County Schools
819 McBride St.
Tiptonville, TN 38079-1163

Dear Dr. Burton:

Please find the attached summary review of findings from the School Nutrition Program's 2022-23 fiscal year administrative review of Lake County Schools' National School Lunch Program and School Breakfast Program. This review was conducted the week of November 28, 2022, with the exit date of November 30, 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 December 30, 2022. 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 of Lake County Schools' documented corrective actions, 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,

Bill Byford
State Director of School Nutrition
School Nutrition Program

Lake County (480)

Review ID: 3611

Exit Conference Date: 11/30/2022

Review Year: 2022-2023

Month of Review: October

Lead Reviewer: Michael Bishop

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

RMCR - Revenue From Nonprogram Foods	V-RMCR	Observed that the SFA did not price adult meals sufficiently during the Resource Management review period	Adult meals must be priced in accordance with FNS Instruction 782-5 Pricing of Adult Meals in the National School Lunch And School Breakfast Programs. Increase the price of adult lunches and breakfasts. See Special Instructions below for additional information. Upload documentation to demonstrate compliance.
1400 - Food Safety	V-1400	Observed that the food safety plan is not current. The food safety plan does not reflect changes to the Tennessee Food Law as of July 1, 2015.	Revise the food safety plan to reflect these changes. The food safety plan located at the TN Dept. of Education's SNP Resources website is current and may be adopted as the revision. Upload a copy of the revised food safety plan to demonstrate compliance
RMCR - Revenue From Nonprogram Foods	V-RMCR	The School Food Authority's revenue ratio was less than its food cost ratio and it did not take additional steps to sufficiently increase its nonprogram food prices, add sufficient funds to its nonprofit food service account, and/or take other actions to adequately resolve the noncompliance.	Upload documentation of one or more of the following - actions taken to sufficiently increase the nonprogram food prices, sufficient funds were added to the nonprofit food service account, and/or other actions were taken to adequately resolve the noncompliance.

Site - Level Findings: Lara Kendall Elementary (0010)

1400 - Food Safety	V-1400	Observed that thermometers were not calibrated properly, and the correct thermometers were not used to measure the temperature of hot and cold food.	Provide additional thermometers for this site. These thermometers must be capable of measuring temperatures below 50 degrees Fahrenheit and calibration with the ice-bath method. Train all cafeteria staff in the proper use and calibration of thermometers using the ice-bath and boiling-point methods as appropriate. Upload proof of purchase or pictures of the thermometers to demonstrate compliance. Upload a training agenda and sign-in sheet to demonstrate compliance.
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