



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

April 11, 2023

Mike Craig
Stewart County Schools
P.O. Box 433 or 1031 Spring Street
Dover, TN 37058-3302

Dear Director Craig:

Please find the attached summary review of findings from the School Nutrition Program's 2022-23 fiscal year administrative review of Stewart County Schools National School Lunch Program and School Breakfast Program. This review was conducted the week of March 20, 2023, with the exit date of March 23, 2023. 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 April 24, 2023. 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 Stewart 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 our office at (800) 354-3663.

Sincerely,

Bill Byford
State Director of School Nutrition
School Nutrition Program

Stewart County (810)

Review ID: 3605

Exit Conference Date: 3/22/2023

Review Year: 2022-2023

Month of Review: February

Lead Reviewer: Tami Simpson

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

1000 - Local School Wellness Policy	V-1000	Observed local wellness policy and school board policy was not in compliance with special fundraising exemption requirements.	Update wellness policy and school board policy to comply with current fundraiser exemptions allowable days. Upload copy of revised policies.
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Site - Level Findings: North Stewart Elementary (0017)

500 - Offer versus Serve	V-0500	502: Observed signage was not displayed at the serving line to explain what constitutes as a reimbursable meal to students during breakfast but was corrected for lunch.	Signage was corrected on site and no further corrective action is required.
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