



BILL LEE
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STATE OF TENNESSEE
DEPARTMENT OF EDUCATION
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PENNY SCHWINN
COMMISSIONER

March 29, 2022

Mr. Chad Moorehead
Moore County Schools
308 Mechanic Street North
Lynchburg, TN 37352-8390

Director Moorehead:

Please find attached the summary review of findings from the School Nutrition Program's 2021-22 fiscal year administrative review of Moore County Schools National School Lunch Program and School Breakfast Program. This review was conducted the week of March 22, 2022, with the exit date of March 24, 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 April 29, 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 of Moore County Schools 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

Moore County (640)

Review ID: 2106

Exit Conference Date: 3/24/2022

Review Year: 2021-2022

Month of Review: February

Lead Reviewer: Gary Gluch

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

800 - Civil Rights	V-0800	The Non-Discrimination Statement used in the program materials and website was incorrect.	Update all program materials and include the updated civil rights statement. Submit proof the statement has been updated.
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Site - Level Findings: Moore County High School (0015)

1400 - Food Safety	V-1400	Observed the SFA's food safety plan was not properly implemented regarding proper monitoring of the sanitizing solution in the three-compartment sink.	Retrain cafeteria staff on proper set up, use and monitoring of the three-compartment sink. Attach an agenda and sign-in sheet of trainees as documentation that this training has occurred. Also, attach the monitoring log after corrective action has occurred to demonstrate compliance with the standard operating procedure (SOP).
1400 - Food Safety	V-1400	Observed the SFA's most recent food safety inspection was not posted in a visible location.	Obtain a copy of the most recent food safety inspection report and display it in a visible location. Take a picture and upload it as proof of compliance.
1400 - Food Safety	V-1400	Observed on-site (or off site) storage violations in dry storage area, walk-in refrigerator, and walk-in freezer.	Retrain staff on proper procedures for the receiving and storage of food in dry storage, refrigeration, and freezer storage. Upload agenda and sign-in sheets to demonstrate compliance has been trained.
1400 - Food Safety	V-1400	Observed the SFA's food safety plan was not properly implemented regarding the share cooler.	Establish a written Time as a Public Health Control procedure. This will ensure that so that food served or discarded are limited to no longer than 4 hours from the time of original service. This timeframe will ensure that any and all foods remaining in the share cooler at the end of the lunch period are discarded. Retrain staff and upload a copy of the procedure, meeting agenda and sign-in sheet as proof of compliance.
1100 - Smart Snacks in School	V-1100	Observed that a beverage sold in the vending machine does not meet Smart Snack standards.	The beverage did not meet the Smart Snack requirements when using the Smart Snack Calculator. This product must be removed from the vending machine if it is operating 30 minutes prior to the start of and 30 minutes after the end of the school day. Upload a picture of

			snacks sold in the vending machine as proof of compliance.
1400 - Food Safety	V-1400	Observed the SFA's food safety plan was not properly implemented to the cleaning and sanitizing of food contact surfaces.	Retrain staff on proper procedures for the cleaning and sanitizing of food contact surfaces in the kitchen and serving area. Upload agenda and sign-in sheet to demonstrate compliance has been trained.