



BILL LEE
GOVERNOR

STATE OF TENNESSEE
DEPARTMENT OF EDUCATION
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NASHVILLE, TN 37243-0375

LIZZETTE REYNOLDS
COMMISSIONER

April 2, 2024

Mr. Eric Jones
Fayetteville City Schools
110A South Elk Street
Fayetteville, TN 37334-3070

Dear Mr. Jones:

Please find the attached summary review of findings from the School Nutrition Program's 2023-24 fiscal year administrative review of Fayetteville City Schools National School Lunch Program and School Breakfast Program. This review was conducted the week of March 25, 2024, with the exit date of March 27, 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 April 26, 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 of Fayetteville City'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

Fayetteville City (521)

Review ID: 3632

Exit Conference Date: 3/27/2024

Review Year: 2023-2024

Month of Review: February

Lead Reviewer: Lindsay Baldwin

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

700 - Resource Management	V-0700	Observed that the SFA's SY 2022-23 Financial Report in TMAC was different than the comptroller report.	Update the financial report to reflect the correct numbers to demonstrate compliance.
RMCR - Revenue From Nonprogram Foods	V-RMCR	The SFA did not assess the Non-Program Revenue.	Complete the Non-Program Revenue toolkit using an acceptable time frame. Upload a copy of completed NPR toolkit to demonstrate compliance.

Site - Level Findings: Fayetteville High School (0010)

1400 - Food Safety	V-1400	Observed that cool down logs were available, however, foods were not being cooled properly.	Retrain cafeteria staff on cooling foods SOP. Upload a copy of the training and sign-in sheet. Upload one week's worth of cooling logs to demonstrate compliance.
400 - Meal Components and Quantities - Lunch	V-0400	Observed that the recipe on the production record for ham and cheese sandwich would only credit as 1.5 ounce Meat/Meat Alternate according to the recipe. Pull sheets were not available to substantiate the actual quantities pulled to produce the sandwiches.	Update recipes to credit ham and cheese sandwich properly for high school as a 2 ounce Meat/Meat Alternate. Upload a copy of the updated recipe and pull sheets.
900 - SFA On Site Monitoring	V-0900	Observed that corrective action was required for non-compliant vending machines at the high school, but the corrective action was not reassessed in 45 days.	Revisit the school to follow up on the corrective action of non-compliant vending machines that were on during the meal service time. Upload documentation showing how the corrective action was implemented.