



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

**Department of Education
& Early Development**

FINANCE & SUPPORT SERVICES
Child Nutrition Programs

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Certified Mail
Return Receipt

January 14, 2022

Mrs. Sherry Becker, Superintendent
Southeast Island School District
P.O. Box 19569
Thorne Bay, AK 99919

RE: Administrative Review, Corrective Action letter

Dear Superintendent Becker:

On January 5, 2022, with the exit on January 5, 2022, Child Nutrition Programs conducted an Administrative Review for the National School Lunch Program (NSLP) administered by Southeast Island School District as required by 7 CFR 210.18. This review consisted of an Off-Site Assessment, virtual On-Site Assessment, Nutrient Assessment and Validation, and Meal Compliance Assessment. During this review there were 2 issues identified that require corrective action. Corrective action items are as follows:

Section II (100-300): Meal Access and Reimbursement (Critical Area-Performance Standard 1):

- 7 CFR 210.8 Series 300: Meal Counting and Claiming:
- 316 & 325- *The Breakfast and Lunch meal counts for the December 2021 month of review for Thorne Bay School were not correctly totaled and claimed for reimbursement. The rosters marked at the point of service are totaled at the end of the meal service. These meals were not correctly totaled for each day. One breakfast was overclaimed and 11 lunches were underclaimed.*

Section III (400-600): Meal Pattern and Nutrition Quality (Critical Area-Performance Standard 2):

- 7 CFR 210.10 Series 400: Meal Components and Quantities:
- *No findings*

Section IV (700): Resource Management (General Areas):

- *No findings*

Section V (800-1600): General Program Compliance (*General Areas*):

7 CFR 210.15, 210.18, & 210.23(b) Series 800: Civil Rights:

- *No findings*

Section VI (1700-2000): Other Federal Program Reviews (*Critical and General Areas*):

- *No findings*

Procurement Section:

2 CFR 200.319(a) Procurement Review:

- *No findings*

Food Service Management Company (FSMC) Section:

- *No findings*

Section VIII: Fiscal Action:

- *None*

Section IX (2100): Special Provision Options:

7 CFR 245.9 Series 2100: Special Provision Options:

- *No findings*

Food Safety:

- *No findings*

Please review the Corrective Action Plan attached with this letter to see what is needed to correct these issues, and the date by which it needs to be completed.

To help meet the annual training requirement for Professional Standard, nutrition staff can login to our ELearning module trainings at the following link: <http://education.alaska.gov/ELearning/>. If they don't have a login already for this training site they will need to request a "New Account" to get a login. Staff should have their own login so when they complete the course they can get a certificate of completion, which you can keep on file to track training hours.

On behalf of the Alaska Department of Education and Early Development, thank you and your staff for all you do to feed the children in your facility. We are grateful for all the efforts your team puts forth to ensure the children receive a healthy balanced meal.

"This institution is an equal opportunity provider"

If you should have any questions concerning this review or if we can be of further assistance, feel free to contact me at (844) 558-3927 ext. 4 or email me at Robin@TennilleConsulting.com .

Sincerely,

A handwritten signature in black ink that reads "Robin Tennille". The script is cursive and fluid.

Robin Tennille
Program Reviewer (contracted)

CC: Mrs. Susan Greene, Food Programs Manager
Mrs. Lucienne Smith, Contracted Business Manager
Elizabeth Seitz, National School Lunch Program Coordinator

Enclosure: Corrective Action Plan