



BILL HASLAM
GOVERNOR

STATE OF TENNESSEE
DEPARTMENT OF EDUCATION
NINTH FLOOR, ANDREW JOHNSON TOWER
710 JAMES ROBERTSON PARKWAY
NASHVILLE, TN 37243-0375

CANDICE MCQUEEN
COMMISSIONER

April 13, 2017

Mrs. Pat Dillahunty, Director
Huntingdon Special School District (SSD)
P.O. Box 648
Huntingdon, TN 38344-0648

Dear Mrs. Dillahunty:

Please find attached the summary review of findings from the School Nutrition Program's 2016-17 fiscal year administrative review of Huntingdon SSD's National School Lunch Program and School Breakfast Program. This review was conducted the week of March 20, 2017 with the exit date of March 22, 2017. The 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 will 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 system improve the program. They are also available in the "Compliance" section in TMAC.

All corrective actions for Huntingdon SSD shall be documented, supported, and listed in the "Compliance" section in TMAC no later than April 21, 2017. During this timeframe, if you find errors or points of disagreement in our findings, please contact me, and I will assist you with your next course of action. 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 Huntingdon SSD'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 Quache Spencer or me at (800) 354-3663.

Sincerely,

Phyllis Hodges, State Director

Huntingdon SSD (093)

Review ID: 565

Exit Conference Date: 3/22/2017

Review Year: 2017

Month of Review: January

Lead Reviewer: Lindsay Baldwin

Area	Findings ID	Finding Description	Required Corrective Action
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Site - Level Findings: Huntingdon High School (0010)

1100 - Smart Snacks in School	V-1100	The SFA's Competitive Food Policy states that there will be no food or beverages sold during the lunch periods at Huntingdon High School other than those sold through the Huntingdon Special School District Food Service Program. However, food is being sold from the vending machines that are on during the lunch meal service in the cafeteria.	Turn off vending machines in the cafeteria during lunch meal service times. Upload documentation showing that the vending machines have been turned off during lunch.
1700 - Afterschool Snack	V-1700	The January after school snack claim resulted in an underclaim of 46 meals. The snacks at the high school were not accounted for.	Create a plan to correct the afterschool snack under claiming. Upload a copy of the plan.