

USDA Child Nutrition Programs
Commendations, Corrective Actions & Technical Assistance

School Food Authority: New Testament Christian Acad. **Agency Code:** 409864
School(s) Reviewed: 1327-New Testament Christian Acad. **Review Date(s):** January 22, 2019
Review Team: TCB Reviewer **Date of Exit Conference:** 1/22/2019
Corrective Actions Due Date: 4/15/2019

State agencies (SA) are required to conduct administrative reviews to assess School Food Authority (SFA)'s administration of the National School Lunch Program (NSLP), School Breakfast Program (SBP), and other school nutrition programs. The objectives of the Administrative Reviews are to:

- Determine whether the SFA meets program regulations,
- Provide technical assistance,
- Secure needed corrective action,
- Assess fiscal action, and when applicable, recover improperly paid funds.

General Program Reminders/Updates:

- The Department of Public Instruction (DPI) School Nutrition Team (SNT) conducts School Nutrition Skills Development Courses (SNSDC) each summer in various locations around the state. Courses cover many areas of the school nutrition programs including administrative responsibilities, program basics, meal pattern requirements and menu planning, financial management, meal benefit determination process, professional standards, procurement, and many other topics. More information along with other upcoming trainings and webinars can be found on the Wisconsin DPI [School Nutrition Training](http://dpi.wi.gov/school-nutrition/training) webpage (dpi.wi.gov/school-nutrition/training).
- SFA staff are encouraged to pursue GOALS Certification. GOALS stands for Goal Oriented Achievement Learning Skills. This is a certificate endorsed by the DPI and is obtained by completing training in nutrition, program administration and operations, or communications and marketing. For more information go to the Wisconsin DPI [School Nutrition Training](http://dpi.wi.gov/school-nutrition/training/goal-oriented-achievement-learning-skills) webpage (dpi.wi.gov/school-nutrition/training/goal-oriented-achievement-learning-skills).
- The US Department of Agriculture (USDA) has a toolkit of resources to assist schools in meeting the nutrition standards on their [Healthier School Day: The School Day Just Got Healthier](http://www.fns.USDA.gov/healthierschoolday) webpage. The topics covered include Smart Snacks, offering fruits and vegetables, reducing sodium, and serving whole grain-rich products (http://www.fns.USDA.gov/healthierschoolday).
- [The Smarter Lunchrooms Movement](http://smarterlunchrooms.org) encourages schools to implement low-cost and no-cost lunchroom solutions to help students select healthier meal options (http://smarterlunchrooms.org). Smarter Lunchroom techniques are easy to begin implementing and help encourage student consumption of fruits, vegetables, legumes, non-flavored milk, and other healthful choices. These strategies are effective and research-based. Consider trying the Smarter Lunchroom techniques for increasing consumption of white milk.

Appreciation/Commendations/Noteworthy Initiatives:

Thank you to the staff at New Testament Christian Academy for the courtesies extended to us during the on-site review and for being available to answer questions and provide additional information. All were very receptive to recommendations and guidance. In addition, thank you for taking the time to respond to the off-site questions and requests, as well as pulling records for the on-site portion of the review.

The TCB review team appreciates the eagerness of the staff at New Testament Christian Academy for their willingness to make changes to meet school nutrition program regulations. The staff is concerned for the nutritional well-being of their students as evidenced through food safety, menu, service, local wellness, and overall responsiveness to recommendations made while on site. We were impressed at the overall cleanliness of the kitchen and the courteousness of staff toward students.

The TCB review team is confident that New Testament Christian Academy will continue to improve their knowledge and operation of child nutrition programs.

Required Corrective Actions

Please review and reply to this Corrective Action Plan to identify procedures and/or documents needed to correct these issues.

Finding #1: *The correct non-discrimination statement was not included on all program materials.*

Required Corrective Action #1: *Update program materials to include the correct non-discrimination statement. Upload into shared Google folder a copy of materials updated.*

Finding #2: *Cereal sugar limits of 6 grams are exceeded at breakfast for PreK students.*

Required Corrective Action #2: *SFA must submit a written statement of new cereals being served in order to meet the PreK sugar limits of ≤ 6 grams.*

Finding #3: *Breakfast Production Records from the week of review in the month of review did not sufficiently document all fruit prepared and served for the meals claimed.*

Required Corrective Action #3: *Provide one week of menus for breakfast showing all fruit prepared and served for each of the 5 days' meal services. Submit the completed production records to the shared Google folder.*

Finding #4: *The SFA did not notify the public about the LWP in accordance with 7 CFR 210.31.*

Required Corrective Action #4: *Upload to the shared Google folder a statement on how the public will be notified of the LWP, include the name(s) and title(s) of the SFA representative(s) that will ensure compliance.*

Finding #5: *The SFA does not have documentation indicating when and how the Local Wellness Policy (LWP) is/will be reviewed and updated.*

Required Corrective Action #5: *Provide a plan on when and how the LWP will be reviewed and updated.*

Recommended Technical Assistance

Please review the following Technical Assistance; a response is not required. Internally, identify procedures and/or documents needed to work toward continuous improvement of the program. Please note, numbers below may not correspond directly to numbered findings above.

Technical Assistance #1: *DPI resources are available on the web regarding [Civil Rights](https://dpi.wi.gov/school-nutrition/national-school-lunch-program/civil-rights).*
(<https://dpi.wi.gov/school-nutrition/national-school-lunch-program/civil-rights>)

Technical Assistance #2: *DPI resources are available on the web regarding [Infants and Preschool in NSLP and SBP](https://dpi.wi.gov/school-nutrition/national-school-lunch-program/infants-and-preschool).*
(<https://dpi.wi.gov/school-nutrition/national-school-lunch-program/infants-and-preschool>)

Technical Assistance #3: *DPI resources are available on the web regarding [Production Records](https://dpi.wi.gov/school-nutrition/national-school-lunch-program/menu-planning/production-records).*
(<https://dpi.wi.gov/school-nutrition/national-school-lunch-program/menu-planning/production-records>)

Technical Assistance #4: *The SFA must inform the public about the content, implementation of, and updates to the LWP on an annual basis. SFAs may use a variety of methods to notify the public about the LWP. This may include mailing flyers, newsletters, emails, website postings, newspaper articles. The SFA must retain documentation regarding the notification (7 CFR 210.31).*

Technical Assistance #5: *The SFA must review and update the local school wellness policy (LWP) on a periodic basis. The frequency of updates is a local decision and is based on the content and structure of the plan (7 CFR 210.31). More information and resources can be found on the DPI website in the [School Wellness](https://dpi.wi.gov/school-nutrition/wellness-policy) section.*
(<https://dpi.wi.gov/school-nutrition/wellness-policy>)

Technical Assistance #6: *With regard to the required "Triennial Assessment" of the local school wellness policy (LWP) it is recommended to utilize the [WellSAT 3.0 tool](http://www.wellsat.org), and to begin no later than Fall 2019 in order to ensure completion prior to the deadline of June 30, 2020. (<http://www.wellsat.org>)*

The State Superintendent of Wisconsin Department of Public Instruction shares a vision that every student will graduate prepared for college and career. His goals are for students to have the knowledge, skills, and habits that will allow them to succeed in life after high school. Access to quality nutrition plays a major role in developing those life-long habits.

The School Nutrition Team believes that what school nutrition programs do every day plays a very important part in the success of every child being able to graduate. We all know that well-nourished children are ready to learn. Thank you for all you do to ensure student success.

For more information on this initiative, please visit the Wisconsin DPI Every Child a Graduate webpage (dpi.wi.gov/statesupt/agenda-2017).



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