



Matt Bevin
Governor

Stephen L. Pruitt, Ph.D.
Commissioner of Education

**EDUCATION AND WORKFORCE DEVELOPMENT CABINET
DEPARTMENT OF EDUCATION**

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December 11, 2015

Mr. Leonard Whalen, Superintendent
Dawson Springs Independent Board of Education
118 E. Arcadia Avenue
Dawson Springs, KY 42408-1657

Dear Mr. Whalen:

This letter is to provide written notification of the findings of the Administrative Review of the Child Nutrition Program(s) conducted by the Kentucky Department of Education, Division of School and Community Nutrition. This review is required by 7 CFR 210 and 7 CFR 220. An exit conference was held on November 20, 2015.

As a result of the review, findings were identified during the week of the on-site review, November 19-20, 2015, as well as the review month, October, 2015, for Dawson Springs Independent, that require corrective action. Attached is a summary that will serve as a record of the findings made during the review. Also attached are instructions for accessing the findings and submission of corrective action outlined on the Administrative Review Report. Please provide a response that summarizes your corrective action. Specifically, your response should set forth: 1) how each finding will be addressed and corrected system-wide; and 2) the time period in which the finding will be addressed. Your response will be due no later than the Corrective Action Due Dates identified on the Corrective Action Documents in CNIPS. Should corrective action not be completed, a follow-up review may be conducted. Please be sure to include all documentation identified during the review as missing with your response.

If additional corrective action for findings needs to be addressed, a follow-up letter containing an updated Administrative Review Report with the additional findings and Corrective Action Instructions will be sent.

Please see the attached for a detailed description of the current findings.

I would like to take this opportunity to express my appreciation to LaDonna Bennett for the time, assistance, and cooperation extended to my staff during the review.

If you have questions concerning the review or this report, please feel free to contact Valerie Crouch at 502-564-5625, ext. 4912.

Sincerely,

Valerie Crouch, Branch Manager
Division of School and Community Nutrition

Attachments (2) Corrective Action Document (CAD) Instructions; Administrative Review Report
cc: LaDonna Bennett, Food Service and Nutrition Director