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Commissioner of Education

KENTUCKY DEPARTMENT OF EDUCATION

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April 26, 2019

Mr. Dennis Davis, Superintendent
Mercer County Board of Education
530 Perryville Road
Harrodsburg, KY 40330-1226

Dear Mr. Davis:

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 April 17, 2019.

As a result of the review, findings were identified during the week of the on-site review, April 16-17, 2019, as well as the review month, March, 2019, for Mercer County, 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 submissions 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) that 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 Chris Minor 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 Katie Embree-Cleveland at 502-564-5625, ext. 4915.

Sincerely,

Katie Embree-Cleveland, Schools Branch Manager
Division of School and Community Nutrition

Attachments (3) Corrective Action Document (CAD) instructions; Administrative Review Report; Appeal Guidelines
cc: Chris Minor, Food Service and Nutrition Director