



Steven L. Beshear
Governor

Terry Holliday, Ph.D.
Commissioner of Education

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

Capital Plaza Tower • 500 Mero Street • Frankfort, Kentucky 40601
Phone: (502) 564-4770 • www.education.ky.gov

April 2, 2015

Mr. Bill Hogan, Superintendent
Carroll County Board of Education
813 Hawkins Street
Carrollton, KY 41008-1339

Dear Mr. Hogan:

This letter is in response to 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.

As a result of the review, findings were discovered during the week of the on-site review, March 24-26, 2015, as well as the review month, February, 2015, for Carroll County, that require corrective action. Attached are instructions for accessing the findings noted on the Administrative Review Report. Please provide a response that summarizes your proposed corrective action. Specifically, your response should set forth: 1) how each finding will be addressed; and 2) the time period in which the finding will be addressed. Your response will be due no later than May 4, 2015. Please be sure to include all documentation identified during the review as missing with your response.

As a result of your Administrative Review, the current menu option selected for Carroll County is Option Four (4). As a result of this current menu option, additional findings and corrective action could follow. 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 Lisa Gault 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 Steve Justice at 502-564-5625.

Sincerely,

Sue Bartenfield, Branch Manager
Division of School and Community Nutrition

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

