



Office of Child Nutrition
Scott Clements
Director

May 3, 2017

Mrs. Cassandra Williams, Superintendent
Canton Public School District
403 East Lincoln Street
Canton, MS 39046-0000

MAILED

on 5/3/17 by sw

Dear Mrs. Williams:

The State Agency completed an Administrative Review of your organization's 2016-2017 National School Lunch Program (NSLP), School Breakfast Program (SBP), After School Care Program (ASCP), and the Fresh Fruit and Vegetable Program (FFVP) for the week of March 6, 2017. The findings of the review are as follows:

Meal Pattern and Nutritional Quality

- All items on the menu, on the day of review, were not available to every child at the beginning of the lunch meal service line at Canton High School. Taco meat arrived at the site after lunch started, not allowing the first students served a choice of both entrees.
- The State Agency observed staff asking for items on a student's tray. Technical Assistance was provided to the staff by the School Food Service Administrator and the State Agency Staff. It is recommended that additional training is provided for Canton High School Staff.

General Program Compliance

- Production records are being maintained, however, Technical Assistance was provided. We observed that the contributions of the meal components were listed by quantity and not value.
- At Canton High School, the State Agency staff verified that the Sun chips did not meet the Smart Snack Standards. This item was not sold during lunch on the day of review. Technical Assistance was provided by the State Agency staff. Per the School Food Service Administrator, this item will be served during the Afterschool Snack Program.
- The State Agency staff observed in the dry storage area, dry seasoning without dates. Technical Assistance was provided by the State Agency staff.
- Procurement plan should be updated and followed. State Agency staff observed that all the necessary documents to support purchases were not provided. It is recommended that the Code of Conduct be added to the procurement plan.

500 Greymont Avenue, Suite F | Phone (601) 576-5000
P.O. Box 771 | Fax (601) 354-7595
Jackson, MS 39205-0771 | www.mde.k12.ms.us

Other Federal Programs

- The State Agency staff verified an over claim of a total of 10 meals on the January claim for the Afterschool Care program. This over claim could result in a fiscal action of \$8.60, however the State Agency staff will not assess a fiscal action. This was corrected on-site by the SFA.
- The USDA/FNS approved non-discrimination "And Justice for All," poster was not prominently displayed and visible to program participants. Technical Assistance was provided by the State Agency staff.

I would like to thank Mrs. Hart and her staff for their hard work and dedication in providing meals to the students in the Canton Separate School District.

A detailed response to the above findings is due by **May 29, 2017**. If you have any questions concerning this review or need assistance, please contact me or Ginger Gibson at (601) 576-4955.

Sincerely,



Cedra T. Smith, Program Specialist
Office of Child Nutrition

cc: File 2017

**CANTON PUBLIC SCHOOLS
OFFICE OF CHILD NUTRITION
403 EAST LINCOLN ST.
CANTON, MS 39046
601-859-6189**

Bettye Hart-Liddell, Director

Rebekah Hamilton, Supervisor

June 2, 2017

Scott Clements, Director
Mississippi State Department of Education
Office of Child Nutrition
P. O. Box 771
Jackson, MS 39205

Dear Mr. Clements:

Canton Public School District has implemented the following changes due to the administrative review conducted on March 6, 2017.

- We have scheduled training for staff to review cafeteria procedures for serving students and ensuring that every child has a choice of entrees.
- We will conduct production record training to ensure that meal components are listed by quantity and not value.
- Sun chips will only be served during the Afterschool Snack Program.
- Dry seasoning will be dated upon delivery.
- The procurement plan will be updated each year in July with the Code of Conduct added.
- The "And Justice for All" poster will be displayed where it is visible to all program participants.

I would like to thank you for your review; your feedback will assist us in providing quality nutrition and service to the children in our district.

Sincerely,



Cassandra Williams, Superintendent
Canton Public Schools



Office of Child Nutrition
Scott Clements
Director

June 15, 2017

Mrs. Cassandra Williams, Superintendent
Canton Public School District
403 East Lincoln Street
Canton, MS 39046-0000

Dear Mrs. Williams:

Your response to the findings of our Administrative Review of your district's 2016-2017 National School Lunch (NSLP), School Breakfast Program (SBP), After School Care Program (ASCP), and Fresh Fruit and Vegetable Program (FFVP) has been received and accepted. We are closing the file on this review.

If you have any questions concerning this review or need assistance, please call Ginger Gibson or me at (601) 576-4955.

Sincerely,

Cedra Smith, Program Specialist
Office of Child Nutrition

C: file

MAILED

on 6/16/17 by sw