



Office of Child Nutrition
Scott Clements
Director

March 3, 2017

Cleveland School District
Dr. Jacquelyn Thigpen, Superintendent
305 Merritt Dr.
Cleveland, MS 38732

Dear Dr. Thigpen:

The State Agency completed an Administrative Review of your organization's 2016-2017 Child Nutrition Program. The findings of this review are as follows:

Findings:

Meal Access and Reimbursement

- 1 benefit issuance error – Foster Child status was extended to the whole household.

Meal Pattern and Nutritional Quality

- No Findings.

Resource Management

- No Findings.

General Program Compliance

- Individual tracking of employee training hours and topics is not being completed.

Other Federal Programs: ASCP

- No Findings.

Reviewer Comments:

Meals Per Labor Hour are significantly low at 12 MPLH. The districts labor expenses are 25% higher than the State average. The State recommended minimum MPLH is 14.

Your corrective action response to the findings of this review is due by April 3, 2017. If you have any questions, please email me at burban@mdek12.org or call Ginger Gibson or myself at (601) 576-5000.

Sincerely,

Bill Urban, Program Specialist
Office of Child Nutrition, School Support Division
C: file

STATE COPY

500 Greymont Avenue, Suite F
P.O. Box 771
Jackson, MS 39205-0771

Phone (601) 576-5000
Fax (601) 354-7595
www.mde.k12.ms.us

Cleveland School District

305 MERRITT DRIVE
CLEVELAND, MISSISSIPPI 38732



Office of the Superintendent



(601) 843-3529 - Office
(601) 843-9731 - Fax

March 30, 2017

MDE- Office of Child Nutrition
Bill Urban, School Specialist
P.O. Box 771
Jackson, MS 39205

Dear Bill Urban,

Please see corrective actions for findings during the Cleveland School District 2017 Administrative Review:

Meal Access and Reimbursement- Foster Child status was extended to the whole household.

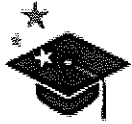
Once this error was discovered, the meal eligibility statuses of the other students in the household were corrected to Reduced after written notice was sent to the household and the required 10-day period expired. Precautions have been taken so that this error will not be repeated in the future.

General Program Compliance- Individual tracking of employee training hours and topics is not being completed.

Since the required training and staff development had taken place, the required information has now been transferred to individual training tracking forms for each Food Service Employee. This form is kept in each worker's file and is updated after each training is conducted. Precautions have been taken so that this error will not be repeated in the future.

Sincerely,

Shenika Newson Maiden
Food Service Director
Cleveland School District



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DEPARTMENT OF
EDUCATION

Ensuring a bright future for every child

Office of Child Nutrition
Scott Clements
Director

March 31, 2017

Cleveland School District
Dr. Jacquelyn Thigpen, Superintendent
305 Merritt Dr.
Cleveland, MS 38732

Dear Dr. Thigpen:

Your response to the findings of our Administrative Review of your 2016 - 2017 National School Lunch, School Breakfast, and After School Care Programs (NSLP, NSBP & ASCP) 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. Thank you for your continued support of Child Nutrition programs.

Sincerely,

Bill Urban, Program Specialist
Office of Child Nutrition, School Support Division

c: File

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