



Office of Child Nutrition
Scott Clements
Director

April 17, 2017

Columbus Municipal School District
Dr. Phillip Hickman, Superintendent
2630 McArthur Drive
Columbus, MS 39703

MAILED
on 4/19/17 by sw

Dear Dr. Hickman:

The State Agency completed an Administrative Review of your organization's 2016-2017 National School Lunch Program (NSLP), School Breakfast Program (SBP) and After School Snack Program (ASCP) during the week of February 6, 2017. The findings of the review are as follows:

Nutritional Quality and Meal Pattern

- The School Food Authority (SFA) has elected to not practice the Offer vs. Serve Provision for breakfast with the sites that offer breakfast in the classroom. The full serving of the fruit component (1) cup is not being offered to the students for breakfast.
- The SFA has elected to utilize the State Agency recipes (Mississippi Recipes for Success). The recipes are not being followed correctly as written.

General Compliance

- The School Food Authority food safety plan needs to be updated to contain the following elements: Description and Overview, Standard Operating Procedures, Food Preparation Plan, Menu Items Sorted, Monitoring, Corrective Actions, Recordkeeping and Review.
- All civil rights requirements are not being met as required. The non-discrimination statement has not been posted to menus and to the district's website.
- The districts Local Wellness Policy did not contain the current minimum requirements.
- The district is not tracking Professional Development individual training hours for all staff members in the Child Nutrition Department.
- The Columbus High School site did not have a current health inspection permit from the Mississippi Department of Health posted as required.
- The Columbus High School has not been utilizing Hot and Cold temperature logs to record food temperatures after production as required by the health department.
- The district did not conduct an on-site monitoring of the School Breakfast program as required.

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

A detailed response to the above findings is due by May 26, 2017. If you have any questions concerning this review or need assistance, please contact me or Ginger Gibson at (601) 576-4955.

Sincerely,

A handwritten signature in black ink, consisting of a large, stylized loop followed by a long horizontal stroke extending to the right.

Rodney Miller, NSLP Program Specialist
Office of Child Nutrition, School Support Division

Columbus Municipal School District
Philip Hickman, Ed. D., Superintendent

2630 McArthur Drive P.O. Box 1308
Columbus, Mississippi 39703
TELEPHONE (662) 241-7400
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Craig Shannon
Deputy Superintendent

Pamela Barr-Lenoir
Director of Compliance and Accountability

Bruce Pugh
Testing and Special Services Coordinator

June 16, 2017

Mississippi Department of Education
Rodney Miller, NSLP Program Specialist
Office of Child Nutrition, School Support Division
500 Greymont Avenue, Suite F
P.O. Box 771
Jackson, MS 39205-0771

Dear Mr. Miller:

In response to your letter dated April 17, 2017, in regarding a corrective plan of action for The State Agency Administrative Review. Here are the corrections:

Nutritional Quality and Meal Pattern

- A.) The full serving of fruit component (1) cup is now being offered. (1) Whole fresh fruit and 4 oz. c of fruit juice is now being take to the classrooms for breakfast.
- B.) State Agency recipes (Mississippi Recipes for Success) are being followed as instructed by recipes.

General Compliance

- A.) The civil rights non – discrimination statement has been added CMSD Districts website

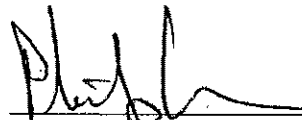
- B.) District Local Wellness Policy has been updated
- C.) Professional Development Agendas and signage sheets for professional hours
- D.) Columbus High School updated health inspection permit from the Mississippi Department of health
- E.) Columbus High School records of recording hot foods and cold foods after production
- F.) Conduct on – site monitoring for School Breakfast
- G.) The School Food Authority food safety is being upgraded



Food Service Supervisor

6-22-17

Date



Superintendent

6-30-17

Date



MISSISSIPPI
DEPARTMENT OF
EDUCATION

Ensuring a bright future for every child

Office of Child Nutrition
Scott Clements
Director

July 18, 2017

MAILED

Columbus Municipal School District
Dr. Philip Hickman, Superintendent
2630 McArthur Drive
P. O. Box 1308
Columbus, MS 39703

on 7/18/17 by sw

Dear Dr. Hickman:

Your response to the findings of the Administrative Review of your district's 2016-2017 Child Nutrition Programs has been received and accepted. We are closing the file on this review.

If you have questions, please call me or Ginger Gibson at (601) 576-4955.

Sincerely,

Rodney Miller, NSLP Program Specialist
Office of Child Nutrition, School Support Division

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