



Office of Child Nutrition
Scott Clements
Director

February 13, 2017

Mr. Todd Marion, Executive Officer
French Camp Academy
One Fine Place
French Camp, MS 39745-0000

MAILED

on 2/13/17 by sw

Dear Mr. Marion:

The State Agency completed an Administrative Review of your organization's 2016-2017 National School Lunch Program (NSLP) for the week of January 16, 2016. The findings of the review are as follows:

Meal Access & Reimbursement

- 4 applications were determined incorrectly, changing their eligibility and 1 application without a SNAP number changed from free to paid. The Administrator must have a second party check to verify correct determination. This could result in a fiscal action of \$12.36 for lunch. However, the State Agency has elected not to require repayment of the over claim.
- Direct Certification was not utilized as required by the Healthy, Hunger-free Kids Act of 2010 (HHFKA, Public Law 11-296). Direct Certification with the Supplemental Nutritional Assistance Program must be completed at a minimum three times during the course of the school year. This was a repeat violation, therefore, Technical Assistance was provided by the State Agency Staff.
- No edit check was performed with the daily claim procedure. A claims review process (edit check) must be completed monthly prior to claim submission and any potential over claims are resolved.

Meal Pattern and Nutritional Quality

- The State Agency staff observed that the 7th & 8th graders have been added to the schools attendance. It is recommended to submit in writing to our office a waiver requesting to add this age group to the 9-12 Nutritional Standard requirement.
- During the review week of December 5, 2016, the required calories were low for the 9-12 lunch. The target calorie range is 750-850; only 646 calories were met for that week.
- The red/orange component was not met for lunch, during the review week. A 1/4 cup of this component should be offered each week. Technical Assistance was provided by the State Agency Staff.
- Also, during the review week, the legume component was not met for lunch. A 1/2 cup of this component should be offered each week. Technical Assistance was provided by the State Agency Staff.

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- The other vegetables component was not met for lunch, during the review week, a 3/4 cup of this component should be offered each week. Technical Assistance provided by the State Agency Staff.
- Additional training is required for the Child Nutrition staff on the Offer vs Serve provision. State Agency Staff observed that items on the serving line were pre-plated, not giving students a choice during lunch. Each tray with PB&J received Tortillas. Technical Assistance was provided.

Resource Management

- The School Food Service Administrator did not maintain sufficient records to document compliance with the paid lunch equity and revenue from non-program foods requirements. Technical assistance was provided by the State Agency Staff.

General Program Compliance

- Production records are being maintained, however, the State Agency staff observed that the contributions of the meal components were listed by quantity and not value. Technical assistance was provided.
- State Agency Staff observed that Civil Rights training has not been conducted since August 8, 2014. This training should be documented and reviewed yearly. Technical assistance was provided.
- Wellness policy outdated. This policy should be documented and reviewed yearly. Technical assistance was provided.
- An updated Procurement Plan is required. Technical assistance was provided by the State Agency Staff.

I would like to thank Mrs. Goins and her staff for their hard work and dedication in providing meals to the students in the French Camp Academy.

A detailed response to the above findings is due by **March 13, 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

FRENCH CAMP ACADEMY

One Fine Place

July 25, 2017

Mississippi State Department of Education

P.O. Box 771

Jackson, MS 39205-0771

To whom it may concern,

In response to the State Agency's Administrative review of the National School Lunch Program for French Camp Academy, the following corrective actions are as follows:

Meal Access & Reimbursement

- The 4 applications determined to have been incorrectly assessed, have been reviewed and corrective action taken
- Direct Certification has been implemented
- Edit check are now being conducted on a monthly basis

Meal Pattern & Nutritional Quality

- Meal pattern for 6-8th standards have been implemented
- New food items are being incorporated to up the caloric intake of our 9-12th grade nutritional standards
- Utilization of technical assistance to meet requirements of all red/orange, legume and other vegetable components have been implemented
- Additional training has been conducted on the Offer vs Serve requirements

Resource Management

- We are a non-pricing program

General Compliance

- Civil Rights training has been conducted for all kitchen staff
- Wellness policy and Procurement Plan are in the process of being updated

If you have any additional questions, please contact Melinda Goins or Todd Marion.

Sincerely,



Todd D. Marion

French Camp Academy, a Christ-centered home and school, exists to serve young people and families for the glory of God.



One Fine Place • French Camp, MS 39745-9703 • Phone: (662) 547-6482 • Fax: (662) 547-6790 • www.frenchcamp.org



Office of Child Nutrition
Scott Clements
Director

July 26, 2017

Mr. Todd Marion, Executive Officer
French Camp Academy
One Fine Place
French Camp, MS 39745-0000

Dear Mr. Marion:

Your district's response to the findings of our Administrative Site Review of your districts 2016-2017, National School Lunch (NSLP) 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) 576-5000.

Sincerely,

Cedra Smith, Program Specialist
Office of Child Nutrition

C: file

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