



Office of Child Nutrition
Scott Clements
Director

May 10, 2017

Mr. Johnnie McDaniels, Executive Officer
Hinds County Board of Supervisor
940 East McDowell Road
Jackson, MS 39204-5720

MAILED
on 5/10/17 by sw

Dear Mr. McDaniels:

The State Agency completed an Administrative Review of your organization's 2016-2017 National School Lunch Program (NSLP) and School Breakfast Program (SBP) for the week of February 13, 2017. The findings of the review are as follows:

Meal Access & Reimbursement

- The State Agency staff verified that the meal counts did not equal the number of reimbursable meals served to students. There was an over claim of a total of 524 meals on the December claim for Breakfast, Lunch and the Afterschool program. There will be no assessment of the over claim. An amendment to the December claim was made by the organization.

Meal Pattern and Nutritional Quality

- The Breakfast menu during the week of December 12-16 was over the sodium limit of 640mg. During this week, the sodium count was 692mg.
- Only a 1/2 cup of fruit was served during the meal service for breakfast and lunch. One cup of fruit is the requirement for grades 9-12.
- The 3/4 cup of the "other" vegetable component requirement was not met during the week of December 12-16.
- Only one milk choice was offered during the breakfast meal service. Fluid milk must be available in at least the two required varieties throughout the serving period on all meal service lines.
- There was no signage posted at the beginning of the serving line that explained what constitutes a reimbursable meal for breakfast nor lunch. Schools must identify, near or at the beginning of the serving lines, what foods constitute unit priced reimbursable meals. Technical Assistance provided by the State Agency staff.
- Seeing that students younger than grades 9-12 sometime attend this organization, 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.

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

General Program Compliance

- Production records are being maintained, however, Technical Assistance was necessary. The State Agency staff observed that the contributions of the meal components were listed by quantity and not value. We also observed that the meals discarded were not being documented.
- The Procurement plan and the Wellness policy were not available during this review. These policies should be documented and updated yearly. Technical Assistance provided.
- Only one Health inspection was done within the current school year. It is recommended to contact the Health department in writing requesting two inspections per year.

I would like to thank Mrs. Armon and her staff for their hard work and dedication in providing meals to the students at the Hinds County Board of Supervisor facility.

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.

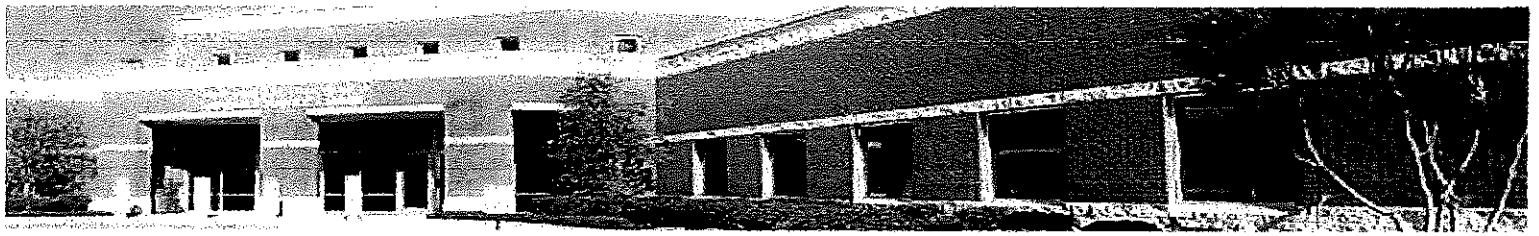
Sincerely,



Cedra T. Smith, Program Specialist
Office of Child Nutrition

cc: File 2017

HENLEY-YOUNG JUVENILE JUSTICE CENTER



"PROVIDING REHABILITATIVE SERVICES"

JOHNNIE MCDANIELS
EXECUTIVE DIRECTOR

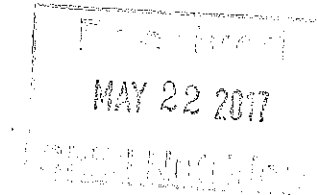
LINDA M. ARMON
EXECUTIVE ASSISTANT

EDDIE L. BURNSIDE, JR.
OPERATIONS MANAGER

CRYSTAL YOUNG
SR. ADMINISTRATIVE ASSISTANT

May 18, 2017

Cedra Smith, Program Specialist
Office of Child Nutrition
MS Department of Education
500 Greymont Avenue, Suite F
P. O. Box 771
Jackson, MS 39205-0771



Dear Ms. Smith:

We are in receipt of The State Agency's completed Administrative Review of our organization's 2016-2017 National School Lunch Program (NSLP) and School Breakfast Program (SBP). Please find listed below a detailed response to the findings of the review:

Meal Access & Reimbursement

- An amendment to the December claim was made to correct the over claim of the 524 meals for Breakfast, Lunch and the Afterschool program. The organization reimbursed The State Agency as requested. We have implemented a two-party checking system to ensure this does not occur in the future.

Meal Pattern and Nutritional Quality

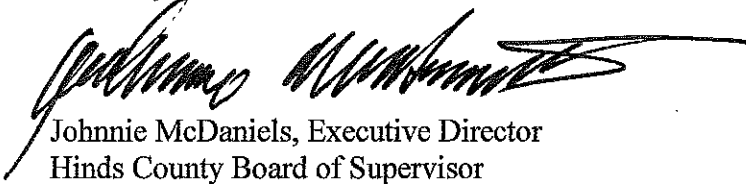
- The Breakfast menu sodium was over the limit of 640mg: **We have made the contracted organization aware of this requirement and revamp our Breakfast menu.**
- Only a ½ cup of fruit was served during the meal service for breakfast and lunch instead of the required one cup of fruit: **This issue was corrected during the site visit and we are meeting this requirement.**
- The ¾ cup of the "other" vegetable component requirement was not met: **This issue was corrected during the site visit and we are meeting this requirement.**
- Only one milk choice was offered during the breakfast meal service: **This issue was corrected during the site visit and we are meeting this requirement.**

- There was no signage posted at the beginning of the serving line that explained what constitutes a reimbursable meal: **This issue was corrected during the site visit and we are meeting this requirement.**
- **We will be submitting a written request to waiver students younger than grades 9-12 and they be added to the 9-12 National Standard requirement.**
- Discarded meals were not being recorded in the production books and the contributions of the meal components listed by quantity and not value: **This issue was corrected during the site visit and we are recording all required information in the production books.**
- The Procurement plan and the Wellness policy were not available during the review: **The Procurement plan will be implemented in the very near future. We are currently drafting a Wellness policy. A copy of both will be provided upon completion.**
- Only one Health inspection was done within the current school year: **Our Health inspections are scheduled for the months of May and December. The second inspection has been scheduled for this month.**

We would like to thank you and the Office of Child Nutrition for providing excellent technical assistance during this review and with the National School Lunch Program (NSLP) AND School Breakfast Program (SBP).

If you have any questions or need further information, please feel free to contact Ms. Linda Armon at (601) 985-3062.

Sincerely,



Johnnie McDaniels, Executive Director
Hinds County Board of Supervisor



Office of Child Nutrition
Scott Clements
Director

May 24, 2017

Mr. Johnnie McDaniels, Executive Officer
Hinds County Board of Supervisor
940 East McDowell Road
Jackson, MS 39204-5720

Dear Mr. McDaniels:

Your district's response to the findings of our Administrative Review of your 2016-2017 National School Lunch (NSLP) and School Breakfast Program (SBP) 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 5/24/17 by sw

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