



Office of Child Nutrition
Scott Clements
Director

February 14, 2017

MAILED

Mr. Michael Harris, Executive Officer
Hudspeth Regional Center
100 Hudspeth Center Drive
Whitfield, MS 39193

on 2/16/17 by sw

Dear Mr. Harris:

The State Agency recently completed an Administrative Review of your district's National School Lunch Program (NSLP) and School Breakfast Program for the week of December 12, 2016. As part of the review process, an evaluation of the administrative and site levels was conducted. The results of the review are as follows:

Administrative-

Meal Access and Reimbursement-

- No Findings

Operational – Site Visit

C. B. Noblin School -----School Breakfast and Lunch Programs

- No Findings

General Program Compliance

- **Local Wellness Policy:** The Wellness Policy is in the process of being revised and constructed. Elements of the policy were available, but not compiled. **Technical assistance** provided for resources that are available and that can be used to create a thorough Wellness Policy.
- **HACCP/Safety Plan:** HACCP is outdated and is missing required elements. Daily temperature logs and records were not maintained as required. **Technical assistance** provided for resources and templates to update their current HACCP/Safety Plan.
- **Professional Development:** Information for each employee was not complete. **Technical assistance** provided that job title and brief description of duties should be included to ensure professional development hours are being met.

I would like to thank Ms. Lynn Rogers, Food Service Administrator as well as all staff for the excellent job they do in planning and providing reimbursable meals for the children at Hudspeth Regional Center. Thanks also to the Administrator and her staff for having the records organized and prepared to aid the review.

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 **March 9, 2017**. If you have any questions concerning this review or need assistance, please call Ginger Gibson or me at (601) 576-4955.

Sincerely,

A handwritten signature in black ink that reads "Alvin Edney". The signature is written in a cursive, slightly slanted style.

Alvin Edney, Program Specialist
Office of Child Nutrition, School Support Division

cc: File

HUDSPETH REGIONAL CENTER



Michael E. Harris, M.Ed.
Director

Highway 475 South
Post Office Box 127-B
Whitfield, Mississippi 39193

(601) 664-6000
Fax: (601) 354-6945

March 14, 2017

Mr. Alvin Edney, Program Specialist
Office of Child Nutrition, School Support Division
PO Box 771
Jackson, MS 39205-0771

Dear Mr. Edney:

Hudspeth Regional Center's School Lunch and Breakfast Programs are providing a hard copy response to your recent administrative review. An email response was sent on March 8, 2017.

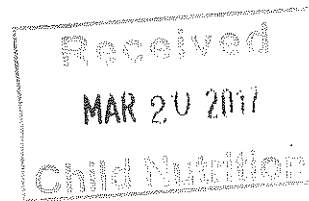
Under general program compliance, the following three areas needed to be addressed:

- **Local Wellness Policy:** The CB Noblin Wellness Policy and Evaluation toolkit have been completed and will be presented in April 2017 to the school board for approval.
- **HAACP/Safety Plan:** Hudspeth Dietary HAACP plan has been updated based on resources provided by your agency.
- **Professional Development:** The reviewer asked that job title and a brief job description of duties is included with documentation of professional development hours for each dietary staff. A table of all active dietary employees with name, job title and a brief job description has been developed to use along with training records from staff development to ensure all hours are being met.

Thank you for your advice and technical assistance provided during this review process. Hudspeth strives to provide nutritious meals to all of our residents and appreciates the support of the Office of Child Nutrition.

Sincerely,

Ms. Lynn Rogers
Dietary Director
Hudspeth Regional Center
100 Hudspeth Center Drive
Whitfield, MS 39193





Office of Child Nutrition
Scott Clements
Director

May 22, 2017

Mr. Michael Harris, Executive Officer
Hudspeth Regional Center
100 Hudspeth Center Drive
Whitfield, MS 39193

Dear Mr. Harris:

Your district's response to the findings of our Administrative Review of your 2016-2017 National School Lunch Program (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,

Alvin Edney, Program Specialist
Office of Child Nutrition, School Support Division

cc: File

MAILED

on 5/22/17 by sw

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