



Office of Child Nutrition
Scott Clements
Director

February 14, 2017

MAILED

Mike Hobby, Executive Officer
MS Youth Corrections Complex
2375 Oakley Road
Raymond, MS 39154

on 2/16/17 by sw

Dear Mr. Hobby:

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 19, 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- Meal Counting and Claiming-November Claim

- National School Lunch Program- Under-claim of 5 meals. The School Food Service Administrator claimed 2010 meals but the State Agency staff counted 2015 meals.
- National School Breakfast Program- Under-claim of 5 meals. The School Food Service Administrator claimed 2010 meals but the State Agency staff counted 2015 meals.

Operational – Meal Pattern and Nutritional Quality

Oakley Youth Development Center -----National School Breakfast Program

- **Offer versus Serve (OVS):** the OVS statement was outdated for breakfast. Statement did not have requirement for a 1/2 cup of fruit or vegetable. **Technical assistance** provided that signage must be posted that states of the 3 required components (milk, fruit/vegetable and grain), a minimum of 4 items must be offered daily. At the point of service, a student must have at least 3 items on their tray, 1 item must be at least 1/2 cup fruit/vegetable. Example signage and resources provided.

General Program Compliance

- **Local Wellness Policy:** Non-discrimination statement was not included in the policy. **Technical assistance** provided that the most recent USDA non-

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discrimination must be included in the policy. A copy of the statement was provided.

- **Professional Development:** Training was documented, but each individual's training was not being tracked. **Technical assistance** provided that job title and brief description of duties along with training hours for each individual should be tracked to ensure professional development hours are being met.

Other Federal Program Reviews --After School Care Program (ASCP)

Document review

- No educational or enrichment program was being offered during service of the ASCP. **Technical Assistance** provided that an educational or enrichment program must accompany the ASCP.
- ASCP On-Site Reviews were not conducted during the first 4 weeks of operation. **Technical Assistance** provided that a review must be conducted twice per year, once within the first 4 weeks of the program's operation.
- The Non-discrimination poster was not displayed in the ASCP service area. **Technical assistance** provided that a current non-discrimination poster must be displayed in the area where the program is administered.
- Over-claim of snacks for the review period (November). School claimed 1474 snacks, but State Agency counted 1372 meals for an over-claim of 102 meals. **Technical assistance** provided that a 2nd party check should be conducted of all meal counts submitted for claim.

I would like to thank Manager, Ms. Joyce Dixon-Joiner, Shirley Barnes, food-service worker, as well as all staff for the excellent job they do in planning and providing reimbursable meals for the children at Oakley Youth Development Center. Thanks to the former Manager Mr. Shoto and his staff for having the records organized and prepared to aid the review.

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,



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

cc: File



DEPARTMENT OF HUMAN SERVICES
DIVISION OF YOUTH SERVICES
2375 OAKLEY ROAD
RAYMOND, MISSISSIPPI 39154

May 24, 2017

Mr. Edney,

The issues from your Administrative review have been addressed. In regards to the Offer vs Serve, I updated it with the resources provided. The Local Wellness Policy will be updated with the resources provided to us. The students are in school at 3:00 p.m. during the time after school snack is provided. The findings of the under claimed meals were addressed, and there will be a second party check. Non-discrimination posters were placed in areas where service is provided.

Joyce Dixon- Joiner
Food service Supervisor
Oakley Youth Development Center

Authorized Signature Joyce Dixon-Joiner

Division Director _____



Office of Child Nutrition
Scott Clements
Director

June 27, 2017

Mike Hobby, Executive Officer
MS Youth Corrections Complex
2375 Oakley Road
Raymond, MS 39154

Dear Mr. Hobby:

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

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on 6/27/17 by sw

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