



May 2, 2017

Mr. Greg Paes, Superintendent
Simpson County Schools
111 Education Lane
Mendenhall, MS 39114

MAILED

on 5/2/17 by sw

Dear Mr. Paes:

The State Agency recently completed an Administrative Review of your district's National School Lunch Program (NSLP) and School Breakfast Program (SBP) for the week of April 3, 2017. 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-

No findings

Site Visit-

Meal Pattern and Nutritional Quality----Magee Middle School

National School Lunch Program—April 4, 2017

- **Offer versus Serve signage:** Signage did not state the requirement to pick up at least ½ cup of fruit or vegetable with a reimbursable meal. **Technical assistance** was provided that breakfast OVS signage must reflect the requirement that each reimbursable meal have at least ½ cup of fruit or vegetable.

Simpson Central Elementary

No Findings

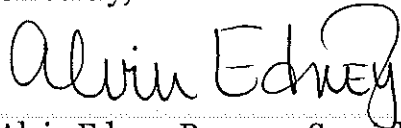
General Program Compliance

- **Civil Rights Training:** Training was conducted; however, documentation must indicate when training occurred, the required topics that were covered and who attended the training.
- **Professional Development:** Training records were available, but 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. The professional development manual was provided.

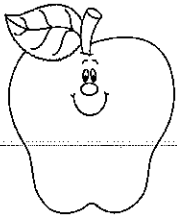
I would like to thank Ms. Susan Warren, Child Nutrition Director as well as all staff for the excellent job they do in planning and providing reimbursable meals for the children of the Simpson School District.

A detailed response to the above findings is due by **May 30, 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 style with a large, looped initial 'A'.

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

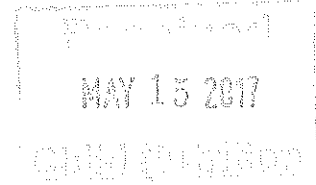


**Simpson County School District
Office of Child Nutrition**

Child Nutrition is Our Business

May 12, 2017

Mr. Alvin Edney, Program Specialist
Mississippi Department of Education
Office of Child Nutrition
P. O. Box 771
Jackson, MS 39205-0771



Dear Mr. Edney,

In response to findings during the recent Administrative Review of the Simpson County School District Office of Child Nutrition:

Site Visit:

Offer versus Serve Signage has been corrected to reflect the requirement that each reimbursable meal have at least ½ cup of fruit or vegetable for breakfast and lunch.

General Program Compliance:

Civil Rights Training:

In the future, documentation of training will indicate when training occurred, the required topics that were covered and who attended the training.

Professional Development:

A system has been implemented to track the individual staff member's training. This system will identify the employee, include their job title with a brief description of their duty, and the number of hours obtained. This will insure that each staff member is meeting required professional development hours.

Please let me know if more information is needed. Thank you.

Sincerely,

Susan D. Warren, CN Director



June 14, 2017

Mr. Greg Paes, Superintendent
Simpson County Schools
111 Education Lane
Mendenhall, MS 39114

Dear Mr. Paes:

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 6/27/17 by sw