



Office of Child Nutrition
Scott Clements
Director

April 26, 2017

Mr. Wade Carney, Superintendent
Walthall County Schools
814 Morse Avenue
Tylertown, MS 39667

MAILED

on 4/26/17 by sw

Dear Mr. Carney:

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:

Meal Pattern and Nutritional Quality

- The State Agency observed the sodium was over the limits on the K-8 and 9-12 menu.
- There was signage posted but it did not explain 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 was provided by the State Agency staff.
- Additional training on Offer vs. Serve for Breakfast is required for the Child Nutrition Staff. The State Agency observed during breakfast at Tylertown Elementary that students are coming through the line without a reimbursable meal. It was recommended that the cashier focus on the children receiving a reimbursable meal. Technical Assistance was provided by the State Agency Staff.
- The cashier at Tylertown Elementary School used a master roster to count each reimbursable meal; however, eligibility status of each student was shown which prevents overt identification of each child. Technical Assistance was provided by the State Agency staff.
- The review week and review month did not meet the 100% whole grain requirement. The State Agency observed the whole grain waiver was completed but not submitted. Technical Assistance was provided by the State Agency staff.
- The reviewer noted during the review period of February 6-10, 2017, that the menu book is being documented; however, contribution size should be documented using pounds and ounces. Some items such as ground beef, chicken tenders, and hot wings were not correctly documented. Technical Assistance was provided by the State Agency.

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General Program Compliance

- The SFA should update the contract to exclude the After-School Care Program.
- The On-Site review for Breakfast and Lunch has not been completed prior to February 1, 2017. MDE-OCN highly recommends that SFAs utilize the prototype for conducting on-site reviews. This is a repeat violation. Technical Assistance was provided by the State Agency.
- The Local School Wellness policy is completed; however, it needs to be signed and dated. Technical Assistance was provided by the State Agency. This is a repeat violation.
- There is no non-discrimination statement on appropriate program material. Items such as your school website, menus, and other Child Nutrition related documents should include either the full or short non-discrimination statement. Technical Assistance was provided by the State Agency.
- The SFA did not have documentation of civil rights training for the Child Nutrition Staff. This training must be completed annually. Technical Assistance was provided by the State Agency.

Meal Access & Reimbursement

- 4 applications were determined incorrectly changing their eligibility. One child was changed from reduced to free while another child was changed from free to reduced. Two children were directly certified but missing on the DC list which changed them from free to paid. The Administrator must have a second party check to verify the correct determination. Technical Assistance was provided by the State Agency.
- The State Agency verified an overclaim of 311 meals for breakfast and an underclaim of 428 meals for lunch. The total fiscal action for the School Breakfast Program consists of \$578.26. Since there was an underclaim of lunch meals, the total fiscal action for the National School Lunch Program resulted in a \$1237.50. This will result in an underclaim net of \$659.24 to your March claim. Please log into your MARS account and revise your February claim for breakfast and lunch using the State Agency numbers verified.

NSLP	SFA Free	SA Free	SFA Reduced	SA Reduced	SFA Paid	SA Paid	SFA Total	SA Total
Tylertown High School	5738	6080	463	490	710	757	6911	7327
Salem Attendance Center	4626	4628	675	685	903	903	6204	6216

SBP	SFA Free	SA Free	SFA Reduced	SA Reduced	SFA Paid	SA Paid	SFA Total	SA Total
Tylertown High School	3230	2969	176	158	325	293	3731	3420
Salem Attendance Center	2779	2779	285	285	397	379	3461	3443

Resource Management

- The Paid Lunch Equity Tool was not utilized to ensure proper meal price compliance district wide. Technical Assistance was provided by the State Agency staff.

Other Federal Programs

- The State Agency observed that the school store is selling dill pickles, pork skins, and sun chips. These items do not meet the Smart Snack standards. Technical Assistance was provided to school store operator on how to input these items into the Smart Snack calculator.


Recommendation:

- The State Agency recommends that Tylertown Elementary School remove salt from the Teachers table due to children having access to select this item.

I would like to thank Mrs. Vicki Davis, Food Service Administrator, as well as all staff for the excellent job they do in planning and providing reimbursable meals for Walthall County School District.

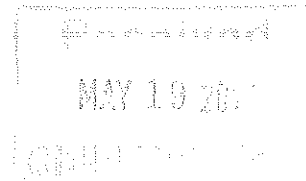
A response to the findings of this review is due by May 17, 2017. If you have any questions concerning this review or need assistance, please contact me or Ginger Gibson at (601) 576-4955.

Sincerely,



Deron J. Simpson, Account Auditor III
Office of Child Nutrition, School Support Division

Walthall County Schools
814 Morse Avenue
Tylertown, MS 39667
Phone: 601.876.6394



May 17, 2017

Deron J. Simpson, Account Auditor III
Office of Child Nutrition, School Support Division
500 Greymont Avenue, Suite F
P.O. Box 771
Jackson, MS 39205-0771

Dear Mr. Simpson:

The following information is in response to the findings from the Administrative Review of the National School Lunch Program and School Breakfast Program conducted the week of April 3, 2017:

Meal Pattern and Nutritional Quality

Menus for K-8 and 9-12 were observed to be over the sodium limits, menus planned for next school year, 2017-2018 will be planned to meet sodium limits.

Posted signage did not explain what constitutes a reimbursable meal; State Agency staff provided required signage that was copied and posted at all cafeterias.

Training on Offer vs. Serve for Breakfast has been provided. The cashier was trained regarding reimbursable meal determination and what steps to take to ensure students receive a reimbursable meal.

Use of the printed master roster to count reimbursable meals indicated eligibility status of students which prevents overt identification; the current software does not have the capability to choose statuses to not show on master roster. We will work with Software Company to change reports.

The Whole Grain waiver will be completed and submitted to MDE-CN.

The manager is now using pounds and ounces to document contribution size of foods prepared.

General Program Compliance

The contract has been adjusted to reflect no After-School Care Program.

The prototype On-Site Review forms have been received and used to conduct a review.

The School Board President and Superintendent of Education have signed and dated the approved Wellness Policy.

All program material has been updated to include the non-discrimination statement.

Staff training during August 2016 included Civil Rights training, the documentation is on file.

Meal Access & Reimbursement

Missing DC students were notified of status change to full pay and mailed a Meal application to complete and return.

Over claim for Breakfast and under claim for lunch submitted for the February claim has been corrected in MARS.

Resource Management

The Paid Lunch Equity Tool will be updated to ensure compliance.

Other Federal Programs

Tylertown Elementary school store is following Technical Assistance by selling out of existing noncompliant snacks without replacing them. The Smart Snack calculator is being utilized.

Recommendation:

Salt packets for Teachers have been removed from table.

It was a pleasure working with you and Cedra during the Administrative Review.

Vicki Davis
Food Service Director



Office of Child Nutrition
Scott Clements
Director

May 19, 2017

Mr. Wade Carney, Superintendent
Walthall County Schools
814 Morse Avenue
Tylertown, MS 39667

Dear Mr. Carney:

Your response to the findings of the Administrative Review of your district's 2016-2017 Child Nutrition Programs has been received and accepted. We are closing the file on this review.

If you have questions, please call me or Ginger Gibson at (601) 576-4955.

Sincerely,

Deron J. Simpson, Account Auditor III
Office of Child Nutrition, School Support Division

MAILED

on 5/22/17 by sw

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