



Office of Child Nutrition  
**Scott Clements**  
Director

February 21, 2017

Dr. Michael McInnis, Superintendent  
Water Valley School District  
544 Market Street  
Water Valley, MS 38965

**MAILED**

on 2/21/17 by sw

Dear Dr. McInnis:

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 January 30, 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 Access and Reimbursement-**

- 4 applications were determined incorrectly changing their eligibility. The Administrator must have a second party check to verify the correct determination. This could result in fiscal action; however, the amount calculated was below the threshold.

#### **Meal Pattern and Nutritional Quality**

- The State Agency Staff observed on the High School Lunch menu that fruit juice is served daily. No more than 1/2 of the weekly total requirement may be met with 100% fruit juice.
- The State Agency Staff observed during breakfast at the high school that students were picking up the Southern Biscuit and Chicken Patty without a fruit, fruit juice, or vegetable. For a breakfast meal to be reimbursable it must have a 1/2 cup of fruit or vegetable and two other items. Additional training on Offer vs. Serve for Breakfast is required for the Child Nutrition Staff.

#### **General Program Compliance**

- The On-Site review for Lunch has been completed prior to February 1, 2017, however, the form used was outdated which does not encompass the new Breakfast section. A copy of the updated on-site review form that includes the breakfast review is within the SFSA file. MDE-OCN highly recommends that School Food Authority utilize the prototype for conducting on-site reviews.
- The district Wellness Policy is outdated. This policy should be updated yearly.
- The State Agency observed that the snack vending machine in the teachers' lounge did not meet the 50% Smart Snack requirements. Technical Assistance was provided by the State Agency Staff.

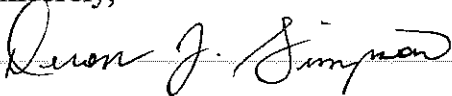
500 Greymont Avenue, Suite F  
P.O. Box 771  
Jackson, MS 39205-0771

Phone (601) 576-5000  
Fax (601) 354-7595  
[www.mde.k12.ms.us](http://www.mde.k12.ms.us)

I would like to thank Mr. Mike Robertson, Food Service Administrator, as well as all staff for the excellent job they do in planning and providing reimbursable meals for Water Valley School District.

A response to the findings of this review is due by March 21, 2017. If you have any questions concerning this review or need assistance, please contact me or Ginger Gibson at (601) 576-4955.

Sincerely,

A handwritten signature in cursive script that reads "Deron J. Simpson". The signature is written in dark ink and is positioned above a horizontal line.

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

# Water Valley School District

**Dr. Michael McInnis, Superintendent**

Telephone (662) 473-1203

544 Market Street

P.O. Box 788

Water Valley, Mississippi 38965-0788

**ANSWER TO ADMINISTRATIVE REVIEW  
WATER VALLEY SCHOOL DISTRICT  
MARCH 10, 2017**

**MEAL ACCESS AND REIMBURSEMENT:**

- Application errors were corrected when found.
- A second person has been assigned to help with verifying applications.

**MEAL PATTERN AND NUTRITIONAL QUALITY:**

- Menus were corrected to make sure fruit juices were not more than 50% of fruit requirement.
- Additional training on Offer Versus Serve for breakfast was done February 3, 2017.

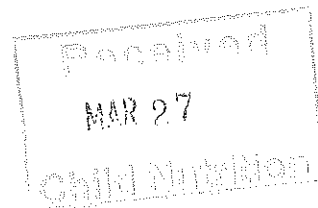
**GENERAL PROGRAM COMPLIANCE:**

- The On-Site review form has been updated and will be used next school year.
- The District Wellness Policy will be updated at the beginning of each school year starting in July.
- Principals were reminded that the vending machines in the Teacher's lounge have to be 50% smart snack approved.

Sincerely,



Mike Robertson  
Food Service Administrator  
Water Valley School District





Office of Child Nutrition  
Scott Clements  
Director

April 17, 2017

Dr. Michael McInnis, Superintendent  
Water Valley School District  
544 Market Street  
Water Valley, MS 38965

Dear Dr. McInnis:

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 4/19/17 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](http://www.mde.k12.ms.us)