



MISSISSIPPI
DEPARTMENT OF
EDUCATION

Ensuring a bright future for every child

Office of Child Nutrition
Scott Clements
Director

FILE

SECOND NOTICE

April 19, 2018

Philadelphia Public School District
Lisa Hull, Superintendent
248 Byrd Avenue
Philadelphia, MS 39350

MAILED

on 4/19/18 by sw

Dear Ms. Hull:

This letter is being sent as a reminder to your organizations corrective action that was due in MARS by April 6, 2018. Our office has not received your response to all findings. The State Agency completed an Administrative Review of the National School Lunch Program (NSLP) and School Breakfast Program (SBP) during the week of January 29, 2018. The regulations governing the Administrative Review (7 CFR 210.18) reference two Critical Areas of performance: Performance Standard 1 and Performance Standard 2, as well as several General Areas of Review. Findings were identified and are described below.

Meal Access and Reimbursement

No findings.

Meal Pattern and Nutritional Quality

- Some food items and their contribution was not recorded in metric weight. In addition, there was no record of the 6-8 age/grade menus in the Planning and Production Book (Regulation 7 CFR 210.10.23(c)).

Resource Management

No findings.

General Program Compliance

- Local Wellness Policy headings has to be updated at all schools and missing the following minimum requirements at the middle school (Local School Wellness Policy (May 2015))
 - Smart snacks
 - Physical Activity/Education, include minutes of activity
 - Health Education, include minutes per week of health education instruction
- The Gatorade 20 ounce and Gatorade Frost 12 ounce does not meet smart snacks requirement in calories and size for the 6-8 and 9-12 age/grade groups (USDA Beverage Guidelines).
- Observed the drink machine operational during lunch service (Beverage Regulations in MS Schools).
- Observed less than 50% of healthy items located in the teachers' lounge (Beverage Regulations in MS Schools).
- Food Safety Plan needs to include the following (HACCP Manual (June 2005)):
 - Sample Procedure for Handling Leftovers
 - Sample Food Safety Program

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Jackson, MS 39205-0771

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Fax (601) 354-7595
www.mde.k12.ms.us

- Description and Overview
- Food Preparation Plan
- Menu Items Sorted
- Review
- Record Keeping Examples

Other Federal Program Reviews

N/A

Reviewer Comments:

- The kitchen was very clean.
- Observed teamwork amongst cafeteria staff.

Technical Assistance provided:

- Increase font size of Non-discrimination statement used on menu to be the same or a larger font than the body of text (Civil Rights).
- Training on Planning and Production Record entries.
- Provided information on HACCP manual June 2005.
- Provided information on Local Wellness Policy May 2015.
- Provided information on pricing adult meals for breakfast and lunch.
- Provided information on the K-12 age/grade group Breakfast Nutritional Analysis weekly sodium requirement (7 CFR 220.9(f)(3)).

Technical assistance (TA) was provided in several areas for the improvement of the program operations to the Child Nutrition Director. The comments are located in the Mississippi Application and Reimbursement System (MARS), in the comments section of the On-site Assessment Tool. The Child Nutrition Director must provide in MARS a corrective action response to the findings of this review by May 3, 2018. If there is no response by the deadline, this information will be forwarded to the Office of Accreditation.

If you have any questions, please email me at GOQUINE@mdek12.org or call Mary Burks or me at (601) 576-4955.

Sincerely,



Gwentyth O'Quine, Program Specialist
Office of Child Nutrition, School Support Division

cc: File NSLP (AR) 2018

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Office of Child Nutrition
Scott Clements
Director

April 24, 2018

Lisa Hull, Superintendent
Philadelphia Public School District
248 Byrd Avenue
Philadelphia, MS 39350

MAILED

on 4 / 24 / 18 by sw

Dear Ms. Hull:

Your response to the findings of our Administrative Review of your 2017-2018 National School Lunch Program (NSLP) and School Breakfast Program (SBP) has been received and accepted in the Mississippi Application and Reimbursement System (MARS). We are closing the file on this review.

If you have any questions concerning this review or need assistance, please call Mary Burks or me at (601) 576-4955. Thank you for your continued support of the Child Nutrition Programs.

Sincerely,

Gwenth O'Quine, Program Specialist
Office of Child Nutrition, School Support Division

cc: File NSLP (AR) 2018

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