

**FILE**

Office of Child Nutrition  
**Scott Clements**  
Director

February 21, 2018

Mr. Jay Foster, Superintendent  
Senatobia Municipal School District  
104 McKie Street  
Senatobia, MS 38668

**MAILED**

on 2 / 21 / 18 by sw

Dear Mr. Foster:

The State Agency completed an Administrative Review of the National School Lunch Program (NSLP) and School Breakfast Program (SBP) during the week of February 5, 2018. The regulations governing the Administrative Review (7CFR 210.18) reference two Critical Areas of performance: Performance Standard 1 and Performance Standard 2, as well as several General Areas of Review. While findings were identified, there were no findings related to the two performance standards. The findings are described below.

**Meal Access & Reimbursement**

- USDA Privacy Non-Discrimination Statement on verification and free and reduced letters printed from your software are not matching prototype letters (7 CFR 245) and (7 CFR 210.23). The Director is to contact the software company to revise all letters with the correct Non-Discrimination Statement.

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.

A corrective action response to the findings of this review is due by March 23, 2018.

The Child Nutrition Director must provide in MARS a corrective action response to the findings of this review by February 8, 2018.

If you have any questions, please email me at [mburks@mdek12.org](mailto:mburks@mdek12.org) or call Ginger Gibson or me at (601) 576-4955.

Sincerely,



Mary Burks, Division Director II  
Office of Child Nutrition, School Support Division

cc: File  
attachment

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EDUCATION

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**FILE**

Office of Child Nutrition  
**Scott Clements**  
Director

April 3, 2018

**MAILED**

Mr. Jay Foster, Superintendent  
Senatobia Municipal School District  
104 McKie Street  
Senatobia, MS 38668

on 4 / 4 / 18 by sw

Dear Mr. Foster:

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. We are closing the file on this review.

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

Sincerely,

Mary Burks, Division Director II  
Office of Child Nutrition, School Support Division

cc: File NSLP (AR) 2018

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