

March 18, 2019

Dr. Adam Pugh, Superintendent
Lafayette County School District
100 Commodore Drive
Oxford, MS 39060

Dear Dr. Pugh:

The State Agency (SA) completed an Administrative Review of the National School Lunch Program (NSLP) and the School Breakfast Program (SBP) during the week of March 4, 2019. 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. Over the course of the SA Review, the following finding(s) were identified:

Performance Standard 2 (Meal components and quantities)

- While on site at Lafayette Upper Elementary School, the Reviewer noted that signage was not posted to identify a reimbursable breakfast meal or a reimbursable lunch meal. Regulations at 7 CFR 210.10(a)(2) and 7 CFR 220.8(a)(2) require schools to identify reimbursable meals to students. In order to complete corrective action, the School Food Authority (SFA) must post signage for breakfast and lunch that identifies a reimbursable meal and submit documentation of this corrective action by April 8, 2019. The State Agency (SA) provided samples of correct signage to SFA.

General Compliance

- In accordance with 7 CFR 210.31, the District must have a Wellness Policy. The Reviewer noted that the Wellness Policy was not complete or thorough and suggests that the following sections be expanded and more detailed:
 - Goals for nutrition education, physical activity, nutrition promotion, and other school-based activities to promote student wellness;
 - Other school-based activities, could include but are not limited to, the dining environment, time to eat, and/or food as a reward;
 - Nutrition guidelines for all foods available on the school campus;
 - A plan for measuring implementation; and
 - Designation of one or more officials in charge of school compliance oversight.

The SFA must submit documentation to the SA that the policy was completed by April 8, 2019.

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- The Reviewer noted that an assessment of the Wellness Policy was not conducted. An assessment of the Wellness Policy must be conducted at least once every three (3) years in accordance with 7 CFR 210.31. The SFA must submit documentation that the assessment was completed by April 8, 2019. The SA provided guidance to assist with the creation and completion of the Wellness Policy as well as a copy of an assessment.

The Child Nutrition Director **must provide a corrective action response, in the MS Application and Reimbursement System (MARS), to the findings of this Review by April 8, 2019.** Technical assistance (TA) was provided to the Child Nutrition Director regarding areas where program operations could be improved. These comments are located in MARS, in the Technical Assistance section of the Review Dashboard for the Administrative Review.

The SA would like to commend the SFA. It was noted that the Child Nutrition Director, Mr. Davis, and his staff do a good job of directing the Child Nutrition Department for Lafayette County Schools. Mr. Davis is attentive to detail and makes corrections as needed. The kitchens observed were in good order and clean. It was a pleasure to work with the Lafayette County Child Nutrition Department.

If you have any questions concerning this review or need additional assistance, please contact me at aedney@mdek12.org or call Mary Burks or me at (601) 576-4955.

Sincerely,

Original Signed

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

cc: File

May 16, 2019

Dr. Adam Pugh, Superintendent
Lafayette County School District
100 Commodore Drive
Oxford, MS 39060

Dear Dr. Pugh:

The district's response to the findings of our 2018-2019 Administrative Review of your 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 Mary Burks or me at (601) 576-4955. Thank you for your continued support of the Child Nutrition Programs.

Sincerely,

Original Signed

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

cc: File

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