

May 31, 2019

Union County School District
Mr. Ken Basil, Superintendent
250 Carter Ave.
New Albany, MS 38652-0939

Dear Mr. Basil:

The State Agency (SA) completed an Administrative Review (AR) of the National School Lunch Program (NSLP) and School Breakfast Program (SBP) during the week of May 8, 2019. The regulations governing the Administrative Review (7 CFR 210.18) require the SA to review two Critical Areas of performance: Performance Standard 1 (Meal Access and Reimbursement) and Performance Standard 2 (Meal Pattern and Nutritional Quality). The Review additionally covers several General Areas of Review. Over the course of the SA review, **three (3) total findings were identified, including one (1) relating to Performance Standard 1.** The SA is pleased to report that **none of the findings have resulted in fiscal action.** The findings which were identified are described below.

Performance Standard One (Meal Access and Reimbursement)

- The School Food Authority (SFA) made an incorrect determination on four (4) applications in accordance with 7 CFR 245.6. In order to document corrective action, the SFA must submit a plan to implement a second party check to ensure that the eligibility of each application is correctly determined.

General Program Compliance (General Areas of Review)

- The SFA did not utilize the required non-discrimination statement on the Child Nutrition webpage for the district as required in accordance with FNS Instruction 113-1. In order to document corrective action, the SFA must utilize the non-discrimination on all program materials, including the district web page, and submit documentation of the correction to the SA.
- In accordance with 7 CFR 210.11, all food items sold to students during the School day must be Smart Snack Compliant. The Reviewer noted that the SFA is vending the following non-compliant products: Gatorade (G2) at the high school was being sold in a 20 oz container; Cheese curls; Popcorn; and Friday's potato skins. In order to implement corrective action, the SFA must ensure that all products are smart snack compliant by utilizing the smart snacks calculator and must remove all non-compliant items. Documentation of corrective action should be submitted to the SA.

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The SFA's response to all areas requiring corrective action must be entered into the Mississippi Application and Reimbursement System (MARS) by the Child Nutrition Director (CND) by **June 21, 2019**.

In addition to conducting the AR, one of the functions of the SA is to provide Technical Assistance (TA). During the course of the Review, the SA Reviewer provided TA in several areas to the CND. TA is documented in MARS, specifically in the comment section of the On-site Assessment Tool. TA is provided for the improvement of the program operations and is not considered a finding.

The SA would like to commend Mr. Roberts and the staff of the Child Nutrition Department for the great job that they do. All data provided to the SA as part of the Review was very organized and detailed.

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

Sincerely,

Original Signed

Rodney Miller, NSLP Program Specialist
Mississippi Department of Education, Office of Child Nutrition

cc: File NSLP (AR) 2018

June 10, 2019

Union County School District
Mr. Ken Basil, Superintendent
Post Office 939
New Albany, MS 38652

Dear Mr. Basil:

Your response to the findings of our Administrative Review of your 2018-2019 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 or need additional assistance, please contact Mary Burks or me at (601) 576-5000. Thank you for your continued support of the Child Nutrition Programs.

Sincerely,

Original Signed

Rodney Miller, NSLP Program Specialist
Division of School Support, Office of Child Nutrition

rgm

cc: File NSLP (AR) 2019

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