

April 1, 2019

Winona-Montgomery Consolidated School District
Dr. Teresa Jackson, Superintendent
301 Fairground Street
Winona, MS 38967

Dear Dr. Jackson:

The State Agency (SA) completed an Administrative Review (AR) of the National School Lunch Program (NSLP), School Breakfast Program (SBP), and After School Care Program (ASCP) during the week of March 18, 2019. The regulations governing the Administrative Review (7 CFR 210.18) reference two Critical Areas of Performance as well as General Areas of Review. Over the course of the SA review, **two (2) total findings were identified**, including one (1) finding related 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.

Meal Access and Reimbursement (Performance Standard 1)

- According to 7 CFR 245.6 (a) (7), meal applications must be signed by an adult member of the family. The Reviewer identified twenty (20) applications with no adult signature. The SA recommends implementation of a second party check to ensure the completion and accuracy of all meal applications. In order to implement corrective action, the SFA must obtain all missing signatures by April 26, 2019.

General Program Compliance (General Areas of Review)

- According to FNS 113-1, program materials should utilize the correct non-discrimination statement. The Reviewer noted that the verification notification letters and household notification of denied benefits letters do not include the full and correct USDA non-discrimination statement. Furthermore, the non-discrimination statement on the menus was incorrect. These issues were corrected on-site before the completion of the AR. No further action is necessary.

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 **April 26, 2019**.

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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 the CND and SFA staff for the excellent job they do in planning and providing meals for the children of the Winona-Montgomery Consolidated School District. The CND does an excellent job with the Child Nutrition Program and her dedication is appreciated.

If you have any questions, or would like to request additional assistance, please email me at bwilkerson@mdek12.org or call Mary Burks or me at (601) 576-4955.

Sincerely,

Original Signed

Bobby Wilkerson, Program Specialist
Office of Child Nutrition, School Support Division

cc: File NSLP (AR) 2019

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April 25, 2019

Winona-Montgomery Consolidated School District
Dr. Teresa Jackson, Superintendent
301 Fairground Street
Winona, MS 38967

Dear Dr. Jackson:

Your response to the findings of our Administrative Review of your 2018-2019 National School Lunch Program (NSLP), School Breakfast Program (SBP), and After School Care Program (ASCP) has been 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,

Original Signed

Bobby Wilkerson, Program Specialist
Office of Child Nutrition, School Support Division

cc: File NSLP (AR) 2019

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