

October 29, 2019

Forest Municipal School District
Karen Norwood, Superintendent
325 Cleveland Street
Forest, MS 39074

Dear Dr. Norwood:

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 October 14, 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. The SA is pleased to report that throughout the Review, **no findings were identified**. We are closing the district's file for this review period. No response is necessary.

In addition to conducting the AR, one of the functions of the SA is to provide Technical Assistance (TA). During the review, the SA Reviewer provided TA in several areas to the Child Nutrition Director (CND). TA is documented in MARS, specifically in the "Technical Assistance" section of the "Compliance" Module. TA is provided for the improvement of the program operations and is not considered a finding.

The SA would like to commend the CND for being extremely well-organized and prepared for the review. Additionally, Reviewers noted that the manager at the High School does an excellent job with the Production Book and with coordinating her staff, which includes several new staff members. Reviewers were impressed by the variety of menu options, and the staff's ability to manage the line quickly and efficiently. Staff additionally kept a very clean kitchen throughout the meal preparation and serving period.

If you have any questions regarding this review or would like to request additional assistance, please email me at mburks@mdek12.ms.us or call Ginger Gibson or me at (601) 576-5000.

Sincerely,

Original Signed

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

cc: File NSLP (AR) 2019/20

This institution is an equal opportunity provider.