

December 12, 2019

Forrest County School District
Mr. Brian Freeman, Superintendent
400 Forrest Street,
Hattiesburg, MS 39401

Dear Mr. Freeman:

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 December 1, 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, **two (2) total findings were identified, including one (1) finding 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 1 (Meal Access and Reimbursement)

- In accordance with 7 CFR 210.8, the School Food Authority (SFA) must establish internal controls to ensure the accuracy of meal counts prior to the submission of monthly claims. The Reviewer noted that there was an underclaim of 13 meals for the NSLP as well as 7 meals for the SBP for the Review Period which resulted in a loss of \$52.42. A claim adjustment has already been submitted to correct the errors. In order to document on-going corrective action, the SFA must submit a plan to the SA to establish internal controls that ensure the accuracy of meal counts prior to the submission of the monthly Claim for Reimbursement.

General Program Compliance (General Areas of Review)

- In accordance with 7 CFR 210.11, all competitive foods sold to students during the school day must meet general nutrition requirements (must be “Smart Snack” compliant”). The Reviewer noted that items sold in the vending machines were not compliant. Specifically, fruit snacks sold at North Forrest Attendance Center were not compliant, and beverages vended at Early Travillion Attendance Center did not meet the requirement for the youngest age group in a mixed group setting. In order to implement and document corrective action, the district must provide a list of all snacks available in the vending machines at each site and provide documentation that those products are Smart Snack compliant.

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 **January 24, 2020**.

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 "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 SFA for their efficiency, organization, and professionalism. They have a genuine concern for providing the students the best service possible.

If you have any questions regarding this review, or if you would like to request additional assistance, please email me at jmay@mdek12.org or call Mary Burks or me at (601) 576-5000.

Sincerely,

Original Signed

Jimmy May, Program Specialist
Office of Child Nutrition, School Support Division

cc: File NSLP (AR) 2019/20

This institution is an equal opportunity provider.

January 22, 2020

Forrest County School District
Mr. Brian Freeman, Superintendent
400 Forrest Street
Hattiesburg, MS 39401-3455

Dear Mr. Freeman:

Your response to the findings of our Administrative Review of your 2019-2020 National School Lunch Program (NSLP) and School Breakfast Program (SBP) has been received and 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) 576-5000. Thank you for your continued support of the Child Nutrition Programs.

Sincerely,

Original Signed

Jimmy May, Program Specialist
Office of Child Nutrition, School Support Division

cc: File NSLP (AR) 2019/20

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