

December 13, 2019

Grenada School District  
Dr. David Daigneault, Superintendent  
636 Starkville Road  
Houston, MS 38851

Dear Dr. Daigneault:

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 November 18, 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) findings relating to Performance Standard 1.** The SA has chosen not to assess fiscal action in the amount of \$400.13, as it falls below the disregard threshold of \$600 established by federal regulation.

### **Performance Standard 1 (Meal Access and Reimbursement)**

- In accordance with 7 CFR 245.1(a), eligibility for free and reduced price meals must be established by the determining official through a comparison of the household size to the total household gross income as described in the applicable Income Eligibility Guidelines (IEGs). The Reviewer noted that the SFA made incorrect determinations on two (2) of the reviewed meal applications. Based on a recalculation of the claim for the review month, October 2019, the incorrect determinations would have resulted in fiscal action (negative adjustment) in the amount of \$268.73 for lunch, and \$131.40 for breakfast. However, the SA has chosen to disregard the total fiscal action of \$400.13, as allowed by federal regulation. In order to document corrective action, the SFA must submit a plan to the SA to ensure that all meal applications are approved correctly.

### **General Areas of Review**

- In accordance with 7 CFR 210 215.6a (j), the SFA must provide ten (10) days advance notification to households that are to receive a reduction or termination of benefits, prior to the actual reduction or termination. The SFA noted that one of the adverse action letters sent as a result of Verification (which was dated November 15, 2019) indicated that the benefit reduction would be effective on the following day (November 16, 2019). In order to document corrective action, the

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SFA must submit a plan to the SA to allow for proper notice of adverse action in the future.

- In accordance with 7 CFR 245.6a(e)(1), confirmation reviews of eligibility determinations are required as part of Verification activities and must be conducted by an individual other than the individual who made the initial eligibility determination. The reviewer noted that the SFA did not provide documentation of confirmation reviews. In order to document corrective action, the SFA must submit a plan to the SA to ensure that confirmation reviews are conducted in the future.

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 10, 2020**.

Pursuant to regulations, an organization has the right to appeal any monetary assessment imposed. Any appeal of a monetary assessment must be filed with the SA within fifteen (15) calendar days of receipt of this letter. Please refer to the enclosed copy of appeal procedures.

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 staff for their professional and courteousness throughout the Review.

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

Sincerely,

**Original Signed**

Chequetta Harper, Policy Analyst  
Office of Child Nutrition, School Support Division

cc: File NSLP (AR) 2019/20

January 16, 2020

Grenada School District  
Dr. David Daigneault, Superintendent  
253 South Main  
Post Office Box 1940  
Grenada, MS 38901

Dear Dr. Daigneault:

Your response to the findings of our Administrative Review of your 2019-2020 National School Lunch Program (NSLP), School Breakfast Program (SBP), and After School Care Snack Program (ASCP) 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**

Chequetta Harper, Policy Analyst  
Office of Child Nutrition, School Support Division

cc: File NSLP (AR) 2019/20

*This institution is an equal opportunity provider.*

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