

March 5, 2020

Hinds County Board of Supervisors
Eric Dorsey, Director
940 East McDowell Road
Jackson, MS 39204-5720

Dear Mr. Dorsey:

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 February 24, 2020. 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, **number (5) total findings were identified, including four (4) relating to Performance Standard 1 and 2.** 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 210.18 (g) (ii), the process used by the School Food Authority (SFA) to count, record, consolidate, and report the number of reimbursable meals served to children must yield correct claims for reimbursement. The Reviewer noted that the SFA had an underclaim of six (6) lunch meals and six (6) breakfast meals for the month of January 2020. This resulted in an total underpayment of \$34.20. This issue was corrected on site through the submission of a claim adjustment in the Mississippi Application and Reimbursement System (MARS). As such, no further action is necessary.

Performance Standard 2 (Meal Pattern and Nutritional Quality)

- In accordance with 7 CFR 210.10 (i), a nutrient analysis should be used to determine the weighted average of calories, saturated fat, and sodium in the meals offered to each grade group over a school week meet federal requirements. At the time of the Review, The Reviewer did not have sufficient documentation of standardized recipes or product formulation statements to complete a comprehensive nutrient analysis for breakfast and lunch. However preliminary findings indicate that the SFA has an overage on calories for lunch and is not offering enough fruit or grain in accordance with the meal pattern outlined in 7 CFR 210.10 (c). In order to implement and document corrective action, the SFA

must continue to work with the SA to develop a cycle menu with standardized recipes that will ensure compliance with the meal pattern.

- In accordance with 7 CFR 220.8 (d), students must be offered at least two varieties of fluid milk at breakfast. The Reviewer noted that students were only offered one type of milk (1% white milk) at the breakfast meal. In order to implement and document corrective action, the SFA must immediately change current operating procedures to offer two milk choices at every meal and submit copies of the production book indicating that students were offered a choice of milk at breakfast.
- In accordance with 7 CFR 210.10, the meal pattern outlines five meal components for NSLP including one (1) cup of fluid milk. Because this organization is an RCCI, the site has opted not to implement Offer Versus Serve (OVS) and must serve all five (5) meal components to every student. During observation of the lunch meal, the Reviewer noted that the individual delivering the meals to the students allowed one student to decline the milk option. This meal should not be claimed for reimbursement. In order to implement and document corrective action, the SFA must provide training to all food service and facility personnel responsible for preparing and delivering student meals. Copies of the training agenda and sign in sheet must be submitted to the SA.

General Program Compliance (General Areas of Review)

- In accordance with 7 CFR 210.10 (0), eligible schools for the ASCP must provide afterschool care programs (enrichment activities) as defined in regulation. The Reviewer noted that the snack is being served to students between 7:30 – 8:30 pm while the students are in the recreation room, engaging in unstructured activities (i.e. watching TV or playing video games). In order to implement and document corrective action, the SFA must restructure the Snack program to function in accordance with USDA regulations regarding educational enrichment, or cease participation in the ASCP.

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 3, 2020**.

Pursuant to regulations, an organization has the right to appeal a 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.

This institution is an equal opportunity provider.

The SA would like to commend the SFA for their efforts to comply with program requirements as well as their care and concern for the program, despite staff turnover.

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

Sincerely,

Original Signed

Marianna Chauvin, Division Director II
Office of Child Nutrition, School Support Division

cc: File NSLP (AR) 2019/20

This institution is an equal opportunity provider.

VIA ELECTRONIC DELIVERY

April 6, 2020

Hinds County Board of Supervisors
Eric Dorsey, Director
940 East McDowell Road
Jackson, MS 39204-5720
edorsey@co.hinds.ms.us

Dear Mr. Dorsey:

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 Program (ASCP) has been received and accepted in the Mississippi Application and Reimbursement System (MARS). We are closing the file on this review.

Please note that the SA will continue to provide targeted Technical Assistance (TA) to your organization to improve your cycle menu.

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

Marianna Chauvin, Division Director II
Office of Child Nutrition, School Support Division

cc: File NSLP (AR) 2019/20
Lakeesha Johnson