

October 29, 2021

Choctaw County School District  
Stewart G. Beard, Jr., Superintendent  
PO Drawer 398  
Ackerman, MS 39735-0000

Dear Mr. Beard:

The State Agency (SA) completed an Administrative Review (AR) of the National School Lunch Program (NSLP) and the School Breakfast Program (SBP) during the week of October 14, 2021. An exit conference was conducted on October 28, 2021. The regulations governing the Administrative Review (7 CFR 210.18) require the SA to review two Critical Areas: 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 finding was identified, including two (2) 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**

- In accordance with 7 CFR 210.18 (g)(1)(ii), the process used by the SFA to count, record, consolidate, and report the number of reimbursable meals served to eligible children must yield correct claims. The Reviewer noted that the meal counting procedure is inaccurate. After a review of the monthly edit check, monthly reconciliation report, and the week of review production records, the SA determined that the SFA underclaimed thirty six (36) lunch meals. A more accurate meal counting procedure should be used. Currently, a manual clicker is being used and numbers were transposed incorrectly. In order to implement and demonstrate corrective action, the SFA must submit a plan to ensure the accuracy of future claims, this could include a return to the use of the POS system.

### **Performance Standard 2**

- In accordance with 7 CFR 210.10 (i), a nutrient analysis should be used to determine that the weighted average of calories in the meals offered to each grade group over a school week meet federal requirements. The Reviewer noted that the breakfast nutrient analysis showed that the SFA was low on calories (25). In order to implement and demonstrate corrective action, the SFA should revise the

menus to assure the children are served meals within the appropriate coloric range.

The School Food Authority (SFA) **must provide a corrective action response to all findings** of the Review by **November 30, 2021**. This response must be entered into the Mississippi Application and Reimbursement System (MARS) by an authorized signatory for the Child Nutrition Programs. If an authorized signatory is unable to access the Compliance module in MARS, the district must submit a corrective action plan on District letterhead that is signed by an authorized signatory.

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 the professionalism of staff and accuracy of all the documents submitted.

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

Sincerely,



Yumetrice Fulton, Program Specialist  
Office of Child Nutrition, School Support Division

cc: File NSLP (AR) 2021/2022  
Judy Black, Child Nutrition Director

November 12, 2021

Choctaw County School District  
Mr. Stewart G. Beard, Jr., Executive Officer  
PO Drawer 398  
Ackerman, MS 39735-0000

Dear Mr. Beard:

Your response to the findings of our Administrative Review of your 2021-2022 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,



Charles Crawford, Division Director II  
Office of Child Nutrition, School Support Division

cc: File NSLP (AR) 2021  
Judy Black, Child Nutrition Director

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