

May 2, 2022

Midtown Partners, Inc.
Kristi Hendrix, Executive Officer
215 McTyere Ave.
Jackson, MS 39202-1512

Dear Dr. Hendrix:

The State Agency (SA) completed an Administrative Review (AR) of the National School Lunch Program (NSLP), School Breakfast Program (SBP), and Afterschool Snack Program (ASCP) during the week of April 13, 2022. An exit conference was conducted on April 22, 2022. 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, **four (4) total findings were identified, including three (3) relating to Performance Standard 2.** The findings which were identified are described below.

Performance Standard 2 (Meal Pattern and Nutritional Quality)

- In accordance with 7 CFR 220.8, 7 CFR 210.10, and SP 05-2022, production and menu records must be maintained for all meals produced by the SFA. These records must indicate how the meals offered contribute to the required food components and food quantities for each age/grade group. The Reviewer noted that the site had missing or incomplete production records (breakfast, lunch, and ASCP) from March 25, 2022, to April 12, 2022. The SA will not seek fiscal action in this matter to align with USDA guidance (COVID-19 Child Nutrition Response #100). In order to implement corrective action, the SFA must provide production book training to the manager, and the SFA must submit production records for the period noted as well as documentation that production records are being completed daily.
- The SFA must plan and serve snacks in the ASCP that meet the meal pattern requirements as described in 7 CFR 210.10 (o). A review of production records indicated that the site served an insufficient amount of the fruit component for three (3) days during the week of Review (3/7/2022 - served 1/2 cup pear cup; 3/9/2022 - served 1/2 cup sliced apple; and 3/11/2022 - served 1/2 cup mandarin orange). In order to implement corrective action, the SFA must plan

menus in the ASCP to meet the $\frac{3}{4}$ cup of fruit or vegetable requirement. The SA will not seek fiscal action in this matter to align with USDA guidance (COVID-19 Child Nutrition Response #100). In order to implement corrective action, the SFA must submit a planned menu to the SA indicating that the meal pattern is being followed.

- The SFA must plan and serve Lunch meals that meet meal pattern requirements as described in 7 CFR 210.10 (c). A review of the nutrient analysis indicated that the site did not offer sufficient quantities of all vegetable subgroups for the week of review (Red/Orange, Legume, & Starchy). The SA will not seek fiscal action in this matter to align with USDA guidance (COVID-19 Child Nutrition Response #100). In order to implement corrective action, the SFA must provide training to staff on the meal pattern components and quantities and submit a planned menu to the SA that indicates compliance with the meal pattern.

General Program Compliance

- In accordance with 7 CFR 210.13 (d), SFAs should ensure that facilities for the storage of food products safeguard against theft, spoilage, and other loss. Furthermore, the SFA must maintain records to demonstrate compliance with the food safety program including temperature records (7 CFR 210.15 (b)(5)). The Reviewer observed no thermometer in the dry storage room and walk-in cooler; no temperature log is maintained at the warehouse; and the walk-in freezer temperature gauge indicated 25 degrees on the day of review. All issues were corrected while the SA was on site and as such, no further action is necessary.

The School Food Authority (SFA) **must provide a corrective action response to all findings** of the Review by **June 2, 2022**. 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.

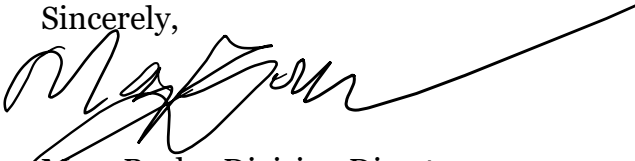
In addition to conducting the AR, one of the functions of the SA is to provide Technical Assistance (TA). During the course of the Review, the SA Reviewer provided TA in several areas to the CND. TA is documented in MARS, specifically in the “Technical Assistance” section of the “Compliance” Module.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

The SA commended the director, staff, and manager for their friendly demeanor and how accommodating they were to the students. The decoration on the serving line was appealing and inviting. The SA praised the staff and manager for the meals they produced despite the challenges posed by having a small space and staff while operating during a pandemic.

This institution is an equal opportunity provider.

If you have any questions regarding this Review or request additional assistance, please email me at mburks@mdek12.org or call Scott Clements or me at (601) 576-5000.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mary Burks', with a long, sweeping horizontal line extending to the right.

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

cc: File NSLP (AR) 2021/2022

Monica Cannon-Butler, Director of Community Outreach / Foodservice Director

This institution is an equal opportunity provider.

July 6, 2022

Midtown Partners, INC.
Dr. Kristi Hendrix, Executive Officer
301 Adelle Street
Jackson, MS 39202-1512

Dear Dr. Hendrix:

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

If you have any questions concerning this review or need assistance, please call Marianna Chauvin or me at (601) 576-5000. Thank you for your continued support of the Child Nutrition Programs.

Sincerely,



Chelsea Edwards, Program Specialist
Office of Child Nutrition, School Support Division

cc: File NSLP (AR) 2021-2022
Monica Cannon-Butler, Child Nutrition Director

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