

August 18, 2023

MS Children's Home Society
Mr. John Damon, Executive Officer
1465 Lakeland Drive
Jackson, MS 39216-471

Dear Mr. Damon:

Your response to the findings of our Administrative Review of your 2022-2023 National School Lunch Program (NSLP), 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 Marianna Chauvin or me at (601) 576-5000. Thank you for your continued support of the Child Nutrition Programs.

Sincerely,



Tiffany Powell, Director of Monitoring
Office of Child Nutrition, School Support Division

cc: File NSLP (AR) 2022/2023
Erika Brockington and Wendy Fuller, Child Nutrition Director

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May 4, 2023

MS Children’s Home Society
Mr. John Damon, Executive Officer
1465 Lakeland Drive
Jackson, MS 39216-4719

Dear Mr. Damon:

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 March 7, 2023. An exit conference was conducted on March 30, 2023. 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, **ten (10) total findings were identified, including seven (7) relating to Performance Standard 1 and 2. As a result of these findings, fiscal action is being assessed in the total amount of \$1,181.52.** The findings which were identified are described below.

Performance Standard 1 (Meal Access and Reimbursement)

- The Reviewer noted that the SFA did not provide the required educational component to participate in afterschool snack in accordance with (7 CFR 210.10 (o) (1) (ii). In order to implement and document corrective action, the SFA must return all reimbursement for the afterschool snack for the month of February in the amount of \$1,181.52 to the OCN. Moving forward the SFA will not be able to participate in afterschool snack program unless the educational component is approved by the SA.

Due to a violation of (7 CFR 210.10 (o) (1) (ii), the SA has determined that the following reimbursed meals are unallowable for February. These funds will be recouped through a claim adjustment.

Rate desc.	Rate	Meals Claimed	Meals Served	Paid Amount	Corrected Amount	Difference
Afterschool Snack Reimbursement Rate	1.08	1094	0	\$1,181.52	\$0.00	\$1,181.52

	.0000	0	0	\$1,181.52	\$0.00	\$1,181.52
TOTAL OVERCLAIMED						\$1,181.52

- In accordance with 7 CFR 210.7(c)(1)(iv) and 7 CFR 210.18 (g)(1)(ii), the SFA must correctly record, consolidate, and report those lunch and supplement counts on the Claim for Reimbursement. The Reviewer noted that based on the meal count roster that the SFA provided, there was an under-claim of 2 lunch meals during the month of February 2023. In order to implement corrective action, the SFA may make a claim adjustment within the 60-day window and the SFA must implement a plan to conduct a second party check.

Performance Standard 2 (Meal Pattern and Nutritional Quality)

- In accordance with 7 CFR 220.8 (b) (1) (i) and 7 CFR 220.8 (c), the SFA must follow the meal pattern; meals offered to each age/grade group must include the food components and food quantities specified in the meal pattern in paragraph (c) of this section. The Reviewer noted that the SFA does not have a menu planned for the K-8th grade at lunch; planned menus were only available for grades 9-12. In order to implement and document corrective action, the SFA must provide documents showing that multiple age groups coming through the same line are meeting requirements for both meal patterns.
- In accordance with 7 CFR 220.8 (c), the site must offer the food components and quantities required in the breakfast meal pattern. The Reviewer noted the weekly certification worksheet for breakfast indicates a grain deficiency for the week. Two (2) days out of the review week, the site served an insufficient quantity of grains. This is not a repeat finding and the SA is not seeking fiscal action. In order to implement and document corrective action, the SFA must submit a revised menu that meets the requirements for all grade groups.
- In accordance with 210.10 (c), the site must offer the food components and quantities required in the lunch meal pattern. The Reviewer noted that the SFA did not serve enough grains at lunch. Two (2) days out of the review week, the site served an insufficient quantity of grains. This is not a repeat finding and the SA is not seeking fiscal action. In order to implement and document corrective action, the SFA must always provide all meals with the required component at the correct serving sizes. The SFA must make any necessary change or substitute to meet meal pattern requirements. The SFA must retrain staff on meal pattern and OVS and submit documentation.
- In accordance with 7 CFR 210.10(a), sites must offer the food components and quantities required in the lunch meal pattern. The Reviewer noted that based on the weekly certification worksheet for lunch, during the week there is an insufficient quantity of red/orange vegetables, meat/meat alternate, and grains being offered. In order to implement and document corrective action, the SFA

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must submit a revised menu that meets the requirements for all grade groups serviced.

- In accordance with 7 CFR 210.10(i)(3)(ii), the site must provide the correct amount of calories, saturated fat, and sodium in the meals offered over a school week. The Reviewer noted that based on the menu provided to the SA, the SFA has exceeded the sodium target by 98 mg at lunch. In order to implement and document corrective action, the SFA must revise the menu to make sure it falls within the sodium target.

General Program Compliance (General Areas of Review)

- In accordance with 7 CFR 210.18 (h) (2) (B), the SFA must ensure that the process used to verify children's eligibility for free and reduced-price meals in a sample of household applications is consistent with the verification requirements, procedures, and deadlines established in § 245.6a of this chapter. The Reviewer noted that although the SFA is an RCCI, they have day students and therefore must complete verification. In order to implement and document corrective action the SA suggests the SFA must submit a plan to conduct verification appropriately during the upcoming SY.
- In accordance with 7 CFR 210.8 (a) (1) NSLP 7 CFR 220.11 (d) (1), each school food authority with more than one school shall perform no less than one on-site review. The on-site review shall take place prior to February 1 of each school year. The Reviewer noted that the SFA did not complete the onsite monitoring before February 1st. In order to implement and document corrective action the SFA must submit a plan to conduct the on-site monitoring before February 1st.

The School Food Authority (SFA) **must provide a corrective action response to all findings** of the Review by **June 3, 2023**. 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 accordance with the criteria established in the regulations, a total of \$1,181.52 is being assessed. **In order to recoup these funds, the Office of Child Nutrition (OCN) will adjust future claims through the NSLP and SBP until the full amount is recouped.** 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

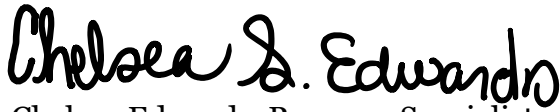
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Assistance” section of the “Compliance” Module. TA is provided for the improvement of the program operations and is not considered a finding.

The SA would like to commend the SFA. Ms. Brockington and her team provide appetizing meals and keeps a clean kitchen. Thank you, Ms. Brockington, for always providing the SA with the correct documents.

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

Sincerely,

A handwritten signature in black ink that reads "Chelsea S. Edwards". The signature is written in a cursive, flowing style.

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

cc: File NSLP (AR) 2022/2023
Erika Brockington and Wendy Fuller CND

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