# Oklahoma State Department of Education (SDE) <br> Child Nutrition Programs (CNP) <br> ADMINISTRATIVE REVIEW (AR) SUMMARY 

Name of School Food Authority (SFA): Drummond PS County DistrictCode: 24-I085

Superintendent: Jarrod Johnson
Address of SFA: P.O. Box 240 City: Drummond Zip Code: 73735

CN Specialist(s) Conducting Review.Becky Gilbert
An AR of your SFA's CNP operation has been completed. The SFA was foundin: $\square$ Compliance Noncompliance

Review Month: Nov 2023 $\qquad$ Date of Review: 12/4-6/23 Date Review Closed: Pending

Number of Schoolsin SFA: $2 \quad$ Number ofSchools Reviewed: 1 $\qquad$ Number of Eating Sites Reviewed: $\qquad$
List schools reviewed for the following CNP:
National School Lunch Program (NSLP): Drummond HS

School Breakfast Program (SBP): Drummond HS

After-School Snack Program (ASSP): NA
Special Milk Program (SMP): NA
Fresh Fruit and VegetableProgram (FFVP): NA
Seamless Summer Food Program (SSFP): NA
Does the SFA operate under any special provisions: (Select any that apply)Provision 1Provision 2
$\square$ Provision 3
$\square$ Community Eligibility Provision (CEP)
This SFA had violations in the following areas:
$\checkmark$ PS-1 Violations
$\checkmark$ PS-2 Violations
$\square$ Resource Management Violations (Indicate area of violation)Maintenance of the NonprofitPaid Lunch EquityRevenue from Nonprogram FoodsIndirect CostsGeneral Area Violations

If applicable, mark appropriate boxes:Recalculation requiredFiscal Action Workbook completed

| YES | NO |  |  | REVIEW FINDINGS |
| :---: | :---: | :---: | :---: | :---: |
| - | $0$ | A. Program Access and Reimbursement |  |  |
|  |  | YES | NO |  |
|  |  | (-) | $\bigcirc$ | Certification and Benefit Issuance |
|  |  | $\bigcirc$ | - | Verification |
|  |  | $\bigcirc$ | - | Meal Counting and Claiming |

Finding(s) Details:
Certification and Benefit Issuance - 7 CFR 245.6
Requirement: \#126 Selected applications were not correctly approved
Findings: An application that SFA needed to contact household to receive clarifying information to determine income. Technical assistance was provided. See SFA-1.
Corrective Action Required: Adverse action letter was sent to the household affected while on-site. Student roster showing the change in benefits must be sent to Program Specialist.

| YES | NO |  |  | REVIEW FINDINGS |
| :---: | :---: | :---: | :---: | :---: |
| - | $\bigcirc$ | B. Meal Patterns and Nutritional Quality |  |  |
|  |  | YES | NO |  |
|  |  | © | $\bigcirc$ | Meal Components and Quantities |
|  |  | $\bigcirc$ | © | Offer versus Serve |
|  |  | $\bigcirc$ | © | Dietary Specifications and Nutrient Analysis |

Finding(s) Details:
Meal Components and Quantities - 7 CFR 210.10 \& 220.8
Requirement: \#410 a\&b Planned menu quantities meet meal pattern requirements and food production records indicate required quantities were served for the review period.
Finding: There are days where sufficient amount of meat component was not available in order to meet the meal pattern requirements on a daily/weekly basis for lunch. Technical assistance has been provided in following standardized recipes to meet planned quantity. This is not a repeat violation; therefore fiscal action will not be taken.
Corrective Action Required: SFA must submit lunch production records for December 11-16, with recipes and CN labels, if applicable, to Program Specialist.

| YES | NO |  |  | REVIEW FINDINGS |
| :---: | :---: | :---: | :---: | :---: |
| $0$ | $\bigcirc$ | C. School Nutrition Environment |  |  |
|  |  | YES | NO |  |
|  |  | $\bigcirc$ | © | Food Safety |
|  |  | $\bigcirc$ | © | Local School Wellness Policy |
|  |  | (-) | $\bigcirc$ | Competitive Foods |
|  |  | $\bigcirc$ | ( | Other |

Finding(s) Details:
Competitive Foods 7 CFR $210.11 \& 220.12$
Requirement: \#1106 Fundraisers held during day do not observe state defined limit.
Finding: Exempt fundraiser forms that have occurred during the year are not on file and exempt fundraising policy does not include 14-day timeline and restriction of food not allowed to be sold during meal services.
Corrective Action Required: SFA will complete an exempt fundraiser form for any food fundraisers that are not Smart Snack compliant and will submit a board approved exempt fundraising policy to Program Specialist.

| Finding(s) Details: | D. Civil Rights |
| :--- | :--- | :--- |
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The risk flag in the Maintenance of the Nonprofit School Food Service Account is due to the district exceeding their 3 month operating balance. Oklahoma is allowing schools to carryover more than 3 month operating balance 7 CFR 210.19(a)(1).

SFA is exempt from PLE requirements due to having a positive balance in their Nonprofit School Food Service Account as of June 30, 2022.

Supply Chain Assistance Funds (759) are to be expended on products that meet Buy American and are minimally processed.

PEBT (760) funds are to be used for CNP personnel or supplies used in assistance with PEBT eligibility.

Field trip/sporting event meals sent with students must include all components, including milk. Food safety measures must be observed with transportation of food and rosters maintained by sponsor at time of child receiving the meal.

CORRECTIVE ACTION REQUIRED TO BE COMPLETED BY(§210.18[i][2]): Vecember $\angle \angle, \angle U \angle 3$ CORRECTIVE ACTION DOCUMENTATION REQUIRED IN STATE AGENCY BY (§210.18[j][2]):

January 22, 2024
( 30 days from the date the corrective action must be completed)
An exit conference was conducted ( $\$ 210.18[\mathrm{ij}[2]$ ) discussing the AR Reviewfindings on: Dec. 6, 2023
with Jarrod Johnson, Supt; Amber Wilson, Director__(Name and Title of School Representative)
CNP Specialist(s): Becky Gilbert
Section 207 of the HHFKA amended section 22 of the NSLA (42 U.S.C. 1769c) to require state agencies to report the final results of the AR to the public in an accessible, easily understood manner in accordance with the guidelines promulgated by the Secretary. Regulations at 7 CFR 210.18(m) require the State Agency to post a summary of the most recent final AR results for each SFA on the State Agency's publicly available Web site no later than 30 days after the State Agency provides the final results of the AR to the SFA. The State Agency must also make a copy of the final AR report available to the public upon request.

