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

Name of School Food Authority (SFA): Canadian Public School County District Code: 61-I002

Superintendent: Michael Broyles

Address of SFA: 308 SW Belt City: Canadian Zip Code: 74425

Consultant(s) Conducting Review: Tina Branscum, Karen John

An AR of your SFA's CNP operation has been completed. The SFA was found in: ☐ Compliance ☑ Noncompliance

Review Month: December Date of Review: 1/13,14 &16/2020 Date Review Closed: 1/16/2020

Number of Schools in SFA: 1 Number of Schools Reviewed: 1 Number of Eating Sites Reviewed: 1

List schools reviewed for the following CNP:

National School Lunch Program (NSLP): Canadian High School

School Breakfast Program (SBP): Canadian School

After-School Snack Program (ASSP): _____

Special Milk Program (SMP): _____

Fresh Fruit and Vegetable Program (FFVP): _____

Seamless Summer Food Program (SSFP): _____

Does the SFA operate under any special provisions: (Select any that apply)

- ☐ Provision 1
- ☑ Provision 2
- ☐ Provision 3
- ☐ Community Eligibility Provision (CEP)

This SFA had violations in the following areas:

- ☐ PS-1 Violations
- ☐ PS-2 Violations
- ☑ Resource Management Violations (Indicate area of violation)
  - ☐ Maintenance of the Nonprofit ☐ Paid Lunch Equity
  - ☑ Revenue from Nonprogram Foods ☐ Indirect Costs
- ☐ General Area Violations

If applicable, mark appropriate boxes:

- ☐ Recalculation required
- ☐ Fiscal Action Workbook completed

YES	NO	REVIEW FINDINGS		
○	◉	**A. Program Access and Reimbursement**		
		YES	NO	
		○	◉	Certification and Benefit Issuance
		○	◉	Verification
		○	◉	Meal Counting and Claiming

Finding(s) Details:

YES	NO	REVIEW FINDINGS		
○	◉	**B. Meal Patterns and Nutritional Quality**		
		YES	NO	
		○	◉	Meal Components and Quantities
		○	◉	Offer versus Serve
		○	◉	Dietary Specifications and Nutrient Analysis

Finding(s) Details:

YES	NO	REVIEW FINDINGS
○	●	**C. School Nutrition Environment**

YES	NO	
○	●	Food Safety
○	●	Local School Wellness Policy
○	●	Competitive Foods
●	○	Other Revenue from Nonprogram Foods

Finding(s) Details:

Revenue from Nonprogram Foods – 7 CFR 210.14(f)
Requirement: 4) Were breakfasts and lunches sold to teachers, administrators, custodians and other adults priced so that the adult payment in combination with any per-lunch revenues from other sources designated specifically for the support of adult meals (such as State or local fringe benefit or payroll funds, or funding from voluntary agencies) was sufficient to cover the overall cost of the lunch?
Describe the formula used by the SFA to price adult meals;
If the SFA did not price adult meals sufficiently, detail any necessary corrective action, including an increase in the SFA's adult meal prices, to resolve the discrepancy:

Finding: Due to the district not charging enough for the adult meals a Resource Management Comprehensive Review was done. In that review the district is in noncompliance for not charging enough for adult meals.

Corrective Action Required: Technical assistance was given over the charge of adult meals. It was suggested that the district charge more for the adult meals or pay some utility bills, trash service, etc., out of the General Fund for the Child Nutrition to compensate for the adult meal cost.

○	●	**D. Civil Rights**

Finding(s) Details:

Comments/Recommendations:

CORRECTIVE ACTION REQUIRED TO BE COMPLETED BY(§210.18[i][2]): _____

CORRECTIVE ACTION DOCUMENTATION REQUIRED IN STATE AGENCY BY (§210.18[j][2]):

_____ **(30 days from the date the corrective action must be completed)**

An exit conference was conducted (§210.18[i][2]) discussing the AR Review findings on: 1/16/2020

with Michael Broyles, Bo Bedford (Name and Title of School Representative)

CNP Consultant(s): Tina Branscum and Karen John

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.

_____ _____

Signature of School Representative Date

Date Review Summary Was Publicly Posted: February 12, 2020