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

Name of School Food Authority (SFA): Haywood Public School County District Code: 61-C088

Superintendent: Phillip Rattan

Address of SFA: 11461 W State Hwy 31 City: McAlester Zip Code: 74501

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

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

Review Month: September Date of Review: 10/29&31/2019 Date Review Closed: 10/31/2019

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): Haywood Public School

School Breakfast Program (SBP): Haywood Public 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

Finding(s) Details:

○	●	**D. Civil Rights**

Finding(s) Details:

Comments/Recommendations:

Due to the district serving adult meals at no charge, a comprehensive resource management review was administered in the area of non program foods. The area was found to be in compliance.

Technical Assistance was given on seconds being served.

Referred to Memo Code SP 38-2019 (v.9)

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: 10/31/2019

with Phillip Rattan, Superintendent (Name and Title of School Representative)

CNP Consultant(s): Tina Branscum, Karen John and Sharon Wheeler

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.

_____ 10/31/2019

Signature of School Representative Date

Date Review Summary Was Publicly Posted: December 4, 2019