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

Name of School Food Authority (SFA): Honor Academy County District Code: 72-E018

Superintendent: Elise Urueta Pollck

Address of SFA: 209 S Lakewood Ave., City: Tulsa Zip Code: 74112

Consultant(s) Conducting Review: Alberta Burgess & Rhonda Stevens

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

Review Month: Jan 2019 Date of Review: 2/26-27 & 3/5/2019 Date Review Closed: Pending

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): Honor Academy

School Breakfast Program (SBP): Honor Academy

After-School Snack Program (ASSP): Honor Academy

Special Milk Program (SMP): NA

Fresh Fruit and Vegetable Program (FFVP): NA

Seamless Summer Food Program (SSFP): NA

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:

Offer versus Serve 7 CFR 201.10 & 220.8

Requirement: Staff must be trained in offer vs Serve.

Findings: Teachers serve meals in the classroom and have not been trained in offer vs serve.

Corrective Action Required: Provide offer vs training to all teachers serving meals.

YES	NO	REVIEW FINDINGS		
◉	○	**C. School Nutrition Environment**		
		YES	NO	
		○	◉	Food Safety
		○	◉	Local School Wellness Policy
		○	◉	Competitive Foods
				Other After School Snack

Finding(s) Details:

After School Snack 7 CFR 210.10(0)
Requirement: Production records records must list each meal component and reflect that the planned portion size meet the pattern component requirement.
Findings: Juice being served is a 4.23oz.
Corrective Action Required: Purchase 6oz juice or change menu to meet snack requirements.

○	◉	**D. Civil Rights**

Finding(s) Details:

Comments/Recommendations:

CORRECTIVE ACTION REQUIRED TO BE COMPLETED BY(§210.68[k]): 5/21/2019

CORRECTIVE ACTION DOCUMENTATION REQUIRED IN STATE AGENCY BY (§210.18[K][1]):

6/21/2019 **(30 days from the date the corrective action must be completed)**

An exit conference was conducted (§210.18[i]) discussing the AR Review findings on: 4/22/2019

with Gus Ibarra, Business Manager (Name and Title of School Representative)

CNP Consultant(s): Alberta Burgess & Rhonda Stevens

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 uponrequest.

Signature of School Representative

Date

Date Review Summary Was PubliclyPosted: May 10, 2019