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

Name of School Food Authority (SFA): Tulsa Kipp Charter School County District Code: 72- E005

Superintendent: Don Parker

Address of SFA: 1661 East Virgin Street City: Tulsa Zip Code: 74106

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

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

Review Month: Nov 2018 Date of Review: 12/4/18 & 2/27/2019 Date Review Closed: Pending

Number of Schools in SFA: 2 Number of Schools Reviewed: 1 Number of Eating Sites Reviewed: 1

List schools reviewed for the following CNP:

National School Lunch Program (NSLP): Tulsa Kipp Charter School

School Breakfast Program (SBP): Tulsa Kipp Charter School

After-School Snack Program (ASSP): n/a

Special Milk Program (SMP): n/a

Fresh Fruit and Vegetable Program (FFVP): n/a

Seamless Summer Food Program (SSFP): n/a

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 Resource Management

Finding(s) Details:

Resource Management- Maintenance of Non-Profit Food Service Account - 7 CFR 210.14 & Adult Meals FNS Instruction 782-5 Rev.1

Requirement: The SFA must assess compliance with the Revenue from Nonprogram Food requirements in 7 CFR 210.14(f), the SFA did not ensure that it included all of its nonprogram food costs and revenues in its coding.

Finding: The SFA did not code the cost of nonprogram food.

Corrective Action Required: The SFA must ensure all non-program food cost is coded correctly to OCAS coding. Submit documentation to show that coding change has been made.

○	○	**D. Civil Rights**

Finding(s) Details:

None

Comments/Recommendations:

CORRECTIVE ACTION REQUIRED TO BE COMPLETED BY(§210.68[k]): 3/28/2019

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

4/26/2019 **(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: 2/27/2019

with Andrea Murrell Managing Dir. of Operations (Name and Title of School Representative)

CNP Consultant(s): Rhonda Stevens & Alberta Burgess

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: March 11, 2019