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

Name of School Food Authority (SFA): Kremlin-Hillsdale Public School County District Code: 24-I018

Superintendent: Jim Patton

Address of SFA: P.O. Box 198 City: Kremlin Zip Code: 73753

Consultant(s) Conducting Review: B. Gilbert, K. Schoeling, S. Wheeler

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

Review Month: Oct. 19 Date of Review: 11/18-20/19 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): Kremlin-Hillsdale Elementary School

School Breakfast Program (SBP): Kremlin-Hillsdale Elementary 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:

Certification and Benefit Issuance – 7 CFR 245.6
Requirement: #126 Selected applications were not correctly approved
Findings: There are 2 applications involving 4 students that were not approved correctly resulting in miscategorization of benefit issuance.
Corrective Action Required: Adverse action letters must be sent to the households affected. A roster will be submitted to consultant.

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:

An overclaim will be assessed against the district.

After completing the Comprehensive Resource Management Review for Paid Lunch Equity and Revenue from Nonprogram Foods, it was found that these areas did not need corrective action.

CORRECTIVE ACTION REQUIRED TO BE COMPLETED BY(§210.18[i][2]): 12/2/2019

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

01/02/2020 **(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: 11/20/19

with Mr. Jim Patton, Superintendent (Name and Title of School Representative)

CNP Consultant(s): B. Gilbert, K. Schoeling, & S. 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.

Signature of School Representative

Date

Date Review Summary Was Publicly Posted: January 3, 2020