

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

Name of School Food Authority (SFA): \_\_\_\_\_ County District Code: \_\_\_\_\_

Superintendent: \_\_\_\_\_

Address of SFA: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Consultant(s) Conducting Review: \_\_\_\_\_

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

Review Month: \_\_\_\_\_ Date of Review: \_\_\_\_\_ Date Review Closed: \_\_\_\_\_

Number of Schools in SFA: \_\_\_\_\_ Number of Schools Reviewed: \_\_\_\_\_ Number of Eating Sites Reviewed: \_\_\_\_\_

List schools reviewed for the following CNP:

National School Lunch Program (NSLP): \_\_\_\_\_

School Breakfast Program (SBP): \_\_\_\_\_

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			
		<b>A. Program Access and Reimbursement</b>			
		YES	NO		
				Certification and Benefit Issuance	
				Verification	
		Meal Counting and Claiming			

Finding(s) Details:

YES	NO	REVIEW FINDINGS			
		<b>B. Meal Patterns and Nutritional Quality</b>			
		YES	NO		
				Meal Components and Quantities	
				Offer versus Serve	
				Dietary Specifications and Nutrient Analysis	

Finding(s) Details:

YES	NO	REVIEW FINDINGS			
		<b>C. School Nutrition Environment</b>			
		YES	NO		
				Food Safety	
				Local School Wellness Policy	
				Competitive Foods	
		Other			

Finding(s) Details:

		<b>D. Civil Rights</b>		
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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: \_\_\_\_\_

with \_\_\_\_\_ (Name and Title of School Representative)

CNP Consultant(s): \_\_\_\_\_

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: \_\_\_\_\_

## Revenue from Nonprogram Foods – 7 CFR 210.14(f)

Requirement: Breakfasts and lunches sold to adults are not priced per requirements of the program.

Finding: Adult meals are not charged the minimum USDA requirement and no additional funds are covering the difference.

Corrective Action Required: Adult meals must be increased for FY20-21 to at least the price on the schedule B of the agreement each year unless other funds are used to support the difference. Per regulations schools are required to charge teachers/adults/visitors the free rate, value of commodities and the seven cents performance incentive. If that required amount is not charged non-federal funds must cover the difference, if teachers are not charged at all then this is considered a benefit and you need to contact OCAS on how to handle this process according to IRS rules.

## ES Short Quantities

11/1/19 B Fruit  
11/1/19 L Vege  
11/4/19 B Fruit  
11/4/19 L Vege/Fruit  
11/5/19 B Fruit  
11/5/19 L Vege  
11/6/19 B Fruit  
11/7/19 B Fruit  
11/8/19 B Fruit  
11/8/19 L Grain  
11/11/19 B Fruit  
11/11/19 L Not enough info  
11/12/19 B Fruit  
11/12/19 L Not enough info  
11/13/19 B Fruit  
11/13/19 L Not enough info  
11/14/19 B Fruit  
11/14/19 L Fruit  
11/15/19 B Fruit  
11/15/19 L Not enough info  
11/18/19 B Fruit  
11/19/19 B Fruit  
11/19/19 L Fruit  
11/21/19 L Not enough info

## HS Short Quantities

11/4/19 L Vege  
11/8/19 L grain

11/14/19 L Fruit

11/15/19 L Vege

11/19/19 B Fruit

11/19/19 L Meat

11/20/19 B Fruit

11/20/19 L Vege

11/21/19 B Fruit

### HS Subgroups

Week of August 26-30, 2019 Short red/orange

Week of September 3-6, 2019 (4 day week) short red/orange

Week of September 9-13, 2019 Short red/orange

Week of September 23-27, 2019 (4 day week) short dk green and red/orange

Week of October 21-25, 2019 Short red/orange

Week of October 28-31, 2019 Short red/orange and starch

Week of November 11-15, 2019 Short red/orange

Week of November 18-22, 2019 Short other