

**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

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

General Area Violations

Recalculation required

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 <table border="1" data-bbox="649 172 1429 373"> <thead> <tr> <th data-bbox="649 172 716 212">YES</th> <th data-bbox="716 172 782 212">NO</th> <th data-bbox="782 172 1429 212"></th> </tr> </thead> <tbody> <tr> <td data-bbox="649 212 716 252"></td> <td data-bbox="716 212 782 252"></td> <td data-bbox="782 212 1429 252">Food Safety</td> </tr> <tr> <td data-bbox="649 252 716 291"></td> <td data-bbox="716 252 782 291"></td> <td data-bbox="782 252 1429 291">Local School Wellness Policy</td> </tr> <tr> <td data-bbox="649 291 716 331"></td> <td data-bbox="716 291 782 331"></td> <td data-bbox="782 291 1429 331">Competitive Foods</td> </tr> <tr> <td data-bbox="649 331 716 373"></td> <td data-bbox="716 331 782 373"></td> <td data-bbox="782 331 1429 373">Other</td> </tr> </tbody> </table> <p data-bbox="649 373 1429 1682">Finding(s) Details:</p>			YES	NO				Food Safety			Local School Wellness Policy			Competitive Foods			Other
YES	NO																		
		Food Safety																	
		Local School Wellness Policy																	
		Competitive Foods																	
		Other																	
		D. Civil Rights <p data-bbox="649 1724 1429 1950">Finding(s) Details:</p>																	

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

RESOURCE MANAGEMENT COMPREHENSIVE REVIEW

REVENUE OF NONPROGRAM FOODS

REQUIREMENT: SFA must account for and separates its program food costs from its nonprogram food costs and determine its compliance with the nonprogram foods revenue requirements under 7 CFR 210.14(f).

FINDING: Although there is revenue recorded for adult meals (1730), the SFA is not properly coding expenditures for adult meals (3155). The expenditures have not been separated from either the a la carte and/or student meal costs. Also, the SFA does not appear to have a process calculate its compliance with the revenue from nonprogram food requirements in 7 CFR 210.14(f).

CORRECTIVE ACTION: Due to the SFA contracting with a FSMC this year, the expenditures are being separated on the invoices by the FSMC. The SFA made corrections at the time of the review therefore no further action is required at this time.

Comments/Recommendations:

CORRECTIVE ACTION REQUIRED TO BE COMPLETED BY (§210.68[k]): _____

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

_____ **(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: _____

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.

Date Review Summary Was Publicly Posted: _____
