

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

Name of School Food Authority (SFA): Maple Public School County District Code: 09-C162

Address of SFA: 904 S. Maple Rd. City: Calumet Zip Code: 73014

Consultant(s) Conducting Review: Denise Wieland and Carole Peters

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

Compliance Noncompliance

Date of Review: 12/13-16/2016 & 1/3/2017 Date Review Closed: PENDING corrective action

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): Maple Elementary - PK-8

School Breakfast Program (SBP): Maple Elementary - PK-8

After-School Snack Program (ASSP): NA

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
- General Area Violations
- Recalculation required

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YES	NO	REVIEW FINDINGS													
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>A. Program Access and Reimbursement</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">YES</th> <th style="width: 10%;">NO</th> <th></th> </tr> </thead> <tbody> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td>Certification and Benefit Issuance</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Verification</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td>Meal Counting and Claiming</td> </tr> </tbody> </table> <p>Finding(s) Details:</p> <p>VERIFICATION Requirement: #208a. Confirmation reviews must be conducted unless the school is granted a waiver.</p> <p>Findings: A confirmation review was not done by the district.</p> <p>Corrective Action Required: Confirmation reviews must be conducted immediately after the Verification process begins by someone other than the determining official.</p>		YES	NO		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Certification and Benefit Issuance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Verification	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Meal Counting and Claiming
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<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>B. Meal Patterns and Nutritional Quality</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">YES</th> <th style="width: 10%;">NO</th> <th></th> </tr> </thead> <tbody> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td>Meal Components and Quantities</td> </tr> <tr> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td>Offer versus Serve</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td>Dietary Specifications and Nutrient Analysis</td> </tr> </tbody> </table> <p>Finding(s) Details:</p> <p>OFFER VERSUS SERVE:</p> <p>Requirement: #500 Offer -vs- Serve must be implemented properly.</p> <p>Finding: The school is pre-plating many students' trays and the students do not have the option to decline a food item.</p> <p>Corrective Action Required: -Train the students what Offer-vs-Serve is. They must be educated on what food items must be taken at breakfast and lunch. The food service staff must implement Offer-vs-Serve correctly and give the students the option to decline food items.</p>		YES	NO		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Meal Components and Quantities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Offer versus Serve	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dietary Specifications and Nutrient Analysis
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YES	NO	REVIEW FINDINGS		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	C. School Nutrition Environment		
		YES	NO	
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Food Safety
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Local School Wellness Policy
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Competitive Foods
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Other		
Finding(s) Details:				
<input type="checkbox"/>	<input checked="" type="checkbox"/>	D. Civil Rights		
		Finding(s) Details:		

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Comments/Recommendations:

RESOURCE MANAGEMENT

Revenue from Non-Program Foods: Even though the district sells ala carte milk and guest meals, the amount received and paid to the Child Nutrition account were according to the requirements established by USDA. The Resource Management Risk Indicator Tool flags this; however there were no areas of non-compliance.

PROCUREMENT REVIEW:

The Procurement review was not conducted during the AR. It will be conducted at a later date.

CORRECTIVE ACTION REQUIRED TO BE COMPLETED BY (§210.68[k]): February 3, 2017

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

March 3, 2017 (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: 1/3/2017

with Shana Kiel, Superintendent (Name and Title of School Representative)

CNP Consultant(s): Wendy Millard

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: 12/27/17

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