

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

Name of School Food Authority (SFA): McCurtain Public School County District Code: 31/1037

Superintendent: Deward Palmer

Address of SFA: Hwy 26 & Cole Street City: McCurtain Zip Code: 74944

Consultant(s) Conducting Review: Tammy Flute & Jill Lowe

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

Compliance Noncompliance

Date of Review: 1/17-19/2017 Date Review Closed: 1/19/2017

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

List schools reviewed for the following CNP:

National School Lunch Program (NSLP): McCurtain Public School

School Breakfast Program (SBP): McCurtain Public School

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			
<input checked="" type="checkbox"/>	<input type="checkbox"/>	A. Program Access and Reimbursement			
		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	
<p>Finding(s) Details:</p> <p>Verification:</p> <p>Question 209: The application selected for verification was not verified correctly.</p> <p>The application selected for verification was verified as reduced benefits, but verification shows that it was a paid application.</p> <p>Question 214: The SFA did not make updates to the eligibility status to the benefit issuance list.</p> <p>Question 215: Verification was not completed by November 15. No extension was asked for or granted.</p> <p>Corrective Action Required: The verification portion of the Child Nutrition Manual must be read and understood. The SFA has been written up several times for verification. The verification process must be followed. Written corrective action should be submitted on how the SFA will complete verification correctly next year.</p>					

YES	NO	REVIEW FINDINGS			
<input data-bbox="298 205 347 254" type="checkbox"/>	<input checked="" data-bbox="526 205 574 254" type="checkbox"/>	B. Meal Patterns and Nutritional Quality			
		YES	NO		
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Meal Components and Quantities	
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Offer versus Serve	
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dietary Specifications and Nutrient Analysis	
Finding(s) Details:					

YES	NO	REVIEW FINDINGS	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	C. School Nutrition Environment	
		YES	NO
		<input type="checkbox"/>	<input checked="" type="checkbox"/> Food Safety
		<input checked="" type="checkbox"/>	<input type="checkbox"/> Local School Wellness Policy
		<input type="checkbox"/>	<input checked="" type="checkbox"/> Competitive Foods
		<input checked="" type="checkbox"/>	<input type="checkbox"/> Other
		<p>Finding(s) Details:</p> <p>LOCAL WELLNESS POLICY Requirement: #1000 The minimum required elements for the Local Wellness Policy are not included in the Local School Wellness Policy. Corrective Action Required: The Local School Wellness Policy must be updated to include the minimum required elements set forth by the Healthy, Hunger-Free Kids Act of 2010.</p> <p>Requirement: #1001 The Local School Wellness Policy does not include ,how the public will be informed about the Local School Wellness Policy. Corrective Action Required: The Local School Wellness Policy must include a Public Awareness Policy.</p> <p>Requirement: #1002 The Local School Wellness Policy does not include when and how the review and update of the Local School Wellness Policy will occur. Corrective Action Required: The Local School Wellness Policy must include a Review and Update Policy.</p> <p>Requirement: #1004 The Local School Wellness Policy does not include, how the potential stakeholders are made aware of their ability to participate in the development ,review, update and implementation of the Local School Wellness Policy. Corrective Action Required: The Local School Wellness Policy must include a Stakeholders Awareness Policy.</p> <p>PROFESSIONAL STANDARDS Question 1216, 1217, & 1218. All child nutrition staff have not received the required training. Corrective Action Required: Train all child nutrition staff. Submit training documentation when completed.</p> <p>CIVIL RIGHTS Civil Rights training has not been completed for all child nutrition staff. Corrective Action: Train all staff on civil rights, and submit the sign-in sheet. Collection of Racial/Ethnic Data has not been completed. Corrective Action: Complete the Civil Rights Checklist that is required to be completed by October 31, and submit it to State Agency. Question #810: Program materials do no use the correct non-discrimination statement. Corrective Action Required: Submit program materials with the correct non-discrimination statement.</p>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	D. Civil Rights	
		<p>Finding(s) Details:</p> <p>CIVIL RIGHTS (listed above this box was too small.)</p>	

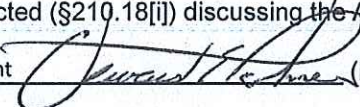
Comments/Recommendations:

CORRECTIVE ACTION REQUIRED TO BE COMPLETED BY (§210.68[k]): 2/19/2017

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

3/19/2017 (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: 1/19/2017

with Deward Palmer, Superintendent  (Name and Title of School Representative)

CNP Consultant(s): Tammy Flute & Jill Lowe

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: 4/23/17