

**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:			

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Ponca City Public School

Date of Review: 2/27-3/2/17 & 3/9/17

Review Period: January 2017

Meals not meeting meal pattern requirements:

Note: Whole grain rich waiver was not submitted by SFA for 16-17 SY or 15-16 SY.

Lincoln Elementary Breakfast

1/5/17	Biscuit	Not Whole Grain Rich
1/10/17	Biscuit	Not Whole Grain Rich
1/12/17	Biscuit	Not Whole Grain Rich
1/19/17	Biscuit	Not Whole Grain Rich
1/26/17	Biscuit	Not Whole Grain Rich

Lincoln Elementary Lunch

1/3/17	No CN/Product Formulation on Corndog	
1/4/17	Dinner Roll	Not Whole Grain Rich
1/5/17	Breadstick	Not Whole Grain Rich
1/9/17	Burrito	Not Whole Grain Rich
1/10/17	Biscuit	Not Whole Grain Rich

High School Breakfast

1/3/17	Biscuit	Not Whole Grain Rich
1/5/17	Biscuit	Not Whole Grain Rich
1/6/17	Breakfast Casserole recipe not standardized	

High School Lunch

A/B Line

1/6/17 Only 1 bread/grain serving offered with chicken

Chix Line

1/3/17 No CN/Product Formulation statement on okra

1/5/17 No CN/Product Formulation on corndog

My Way Café Line

1/3/17 No CN/Product Formulation on roast beef

1/3/17 No CN/Product Formulation on pepporini

1/4/17 No CN/Product Formulation on cheese sauce

1/4/17 Alfreald with chicken recipe not standardized

1/4/17 Pasta Not Whole Grain Rich

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:

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: _____