

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

Name of School Food Authority (SFA): Wanette Public Schools County District Code: 63-1115

Superintendent: Sylvia McNeely-Interim Supt

Address of SFA: 503 Vestal Ave City: Wanette Zip Code: 74878

Consultant(s) Conducting Review: Kendra Merveldt & Kassandra Reddell

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

Compliance  Noncompliance

Date of Review: 1/23-26/17 Date Review Closed: pending

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): Wanette ES

School Breakfast Program (SBP): Wanette ES

After-School Snack Program (ASSP): N/A

Special Milk Program (SMP): N/A

Fresh Fruit and Vegetable Program (FFVP): N/A

Seamless Summer Food Program (SSFP): N/A

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

Received 2/17/17 JW

YES	NO	REVIEW FINDINGS			
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>A. Program Access and Reimbursement</b>			
		YES	NO		
		<input checked="" type="checkbox"/>	<input 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	
<b>Finding(s) Details:</b>					
<b>Certification and Benefit Issuance</b>					
<b>Requirement: 126-Were all selected applications approved correctly?</b>					
<b>Findings: Two applications were approved incorrectly. See SFA-1</b>					
<b>Corrective Action Required: The correction was made at the time of the review, therefore no further corrective action needs to be submitted to the state agency (SA).</b>					
<b>Verification</b>					
<b>Requirement: 215-Did the SFA complete verification by November 15?</b>					
<b>Findings- Verification was not completed by November 15.</b>					
<b>Corrective Action Required: Corrective action was completed during the review and verification was completed on January 24, 2017.</b>					

YES	NO	REVIEW FINDINGS														
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p data-bbox="656 155 1052 184"><b>B. Meal Patterns and Nutritional Quality</b></p> <table border="1" data-bbox="656 191 1414 344"> <thead> <tr> <th data-bbox="656 191 716 226">YES</th> <th data-bbox="716 191 776 226">NO</th> <th data-bbox="776 191 1414 226"></th> </tr> </thead> <tbody> <tr> <td data-bbox="656 226 716 262" style="text-align: center;"><input checked="" type="checkbox"/></td> <td data-bbox="716 226 776 262" style="text-align: center;"><input type="checkbox"/></td> <td data-bbox="776 226 1414 262">Meal Components and Quantities</td> </tr> <tr> <td data-bbox="656 262 716 298" style="text-align: center;"><input type="checkbox"/></td> <td data-bbox="716 262 776 298" style="text-align: center;"><input checked="" type="checkbox"/></td> <td data-bbox="776 262 1414 298">Offer versus Serve</td> </tr> <tr> <td data-bbox="656 298 716 344" style="text-align: center;"><input checked="" type="checkbox"/></td> <td data-bbox="716 298 776 344" style="text-align: center;"><input type="checkbox"/></td> <td data-bbox="776 298 1414 344">Dietary Specifications and Nutrient Analysis</td> </tr> </tbody> </table> <p data-bbox="656 350 829 380">Finding(s) Details:</p> <p data-bbox="644 394 971 424"><b>Meal Components and Quantities</b></p> <p data-bbox="644 426 1369 485">Requirement: 409-Did all reviewed meals during the review period indicate that all of the requirements were offered and served to students?</p> <p data-bbox="644 487 1406 726">Finding: It is difficult to determine quantities of certain components because of the way meals are being recorded. For example, when baked chicken is served, there is no record of how many pounds of chicken were prepared, nor was there any indication as to how many children the meal was prepared for. Therefore, it is not possible to determine whether or not adequate amounts of food is being prepared or served. However, after observation of meal service, the reviewer feels that adequate amounts of food are being prepared and offered, it is just not being accurately recorded.</p> <p data-bbox="644 728 1406 787">Corrective Action Required: Submit to SA a week's worth (5 days) of production records showing that meals are being accurately credited and recorded.</p> <p data-bbox="644 821 1062 850"><b>Dietary Specifications and Nutrient Analysis</b></p> <p data-bbox="644 852 1377 911">Requirement: District must meet daily and weekly component requirements for 9-12 grade.</p> <p data-bbox="644 913 1396 1121">Findings: According to the production records for the review period, daily and weekly vegetable, red/orange vegetable, daily and weekly meat/meat alt, and daily and weekly grains requirements are not being met for 9-12 grade. However, after observation of meal service, the reviewer feels that adequate amounts of food are being prepared and offered, it is just not being accurately recorded. These errors are not repeat violations and the reviewers provided technical assistance at the time of review.</p> <p data-bbox="644 1123 1406 1182">Corrective Action Required: Submit to SA a week's worth (5 days) of production records showing that meals are being accurately credited and recorded.</p>			YES	NO		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Meal Components and Quantities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Offer versus Serve	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Dietary Specifications and Nutrient Analysis
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YES	NO	REVIEW FINDINGS	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>C. School Nutrition Environment</b>	
		YES	NO
		<input checked="" type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/> Other
Finding(s) Details:		Professional Development:	
Requirement: 1218- Have all full-time nutrition staff completed or plan to complete required training to meet professional development requirements?		Findings: At the time of the review, full-time nutrition staff had only completed 0.50 hours of training with only 3.5 additional hours planned to be completed Spring 2017.	
Corrective Action Required: Submit to the SA, documentation of completed and/or schedule training equaling 8 hours for fiscal year 2017.		Food Safety	
Requirement: 1400a/b-Does the written food safety plan contain the required elements? Is a copy of the written food safety plan available at each school?		Findings: There was no food safety plan available at the time of review.	
Corrective Action Required: Corrective action was completed during the review. An updated food safety plan was obtain from SA website.			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>D. Civil Rights</b>	
Finding(s) Details:			



**Comments/Recommendations:**

**CORRECTIVE ACTION REQUIRED TO BE COMPLETED BY (§210.68[k]):** February 27, 2017

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

March 27, 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: January 26, 2017

with Erica Owen (Name and Title of School Representative)

CNP Consultant(s): Kendra Merveldt & Cassandra Reddell

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: 2/9/17

*Erica Owen*