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

Name of School Food Authority (SFA): Beaver Public Schools County District Code: 04-I022

Superintendent: Dr. Landon Barry

Address of SFA: P.O. Box 790 City: Beaver Zip Code: 73932

Consultant(s) Conducting Review: Becky Gilbert

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

Review Month: Oct/Nov Date of Review: 11/12; 12/4-6/24 Date Review Closed: Pending

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

List schools reviewed for the following CNP:

National School Lunch Program (NSLP): Beaver Elementary

School Breakfast Program (SBP): Beaver Elementary

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 ☐ District-wide ☐ Partial

☐ Provision 2 ☐ District-wide ☐ Partial ☐ Breakfast ☐ Lunch

☐ Provision 3 ☐ District-wide ☐ Partial

☐ Community Eligibility Provision (CEP) ☐ District-wide ☐ Partial

This SFA had violations in the following areas:

☐ General Area Violations

☑ PS-1 Violations

☑ PS-2 Violations

☐ Resource Management Violations (Indicate area of violation)

- ☐ Maintenance of the Nonprofit
- ☐ Paid Lunch Equity
- ☐ Revenue from Nonprogram Foods
- ☐ Indirect Costs

If applicable, mark appropriate boxes:

☐ Recalculation required ☐ Full ☐ Partial

☑ Fiscal Action Workbook completed

YES	NO	PS-1 Violations		
○	●	**A. Program Access and Reimbursement**		
		YES	NO	
		○	●	Certification and Benefit Issuance - 7 CFR 246.6
		●	○	Verification - 7 CFR 245.6a
		●	○	Meal Counting and Claiming- 7 CFR 210.7(c)

Finding(s) Details:

Meal Counting and Claiming - 7 CFR 210.7 (c)
Requirement #318: Each type of meal service line as observed on day of review provides an accurate count by eligibility category at the point of service.
Findings: Meals are claimed for breakfast that do not meet the OVS requirement of at least 3 items, one of which must be 1/2 cup fruit. Technical assistance was provided but issue was not corrected. During off-site unannounced visit the problem was occurring during lunch meal service. This appears to be a systemic error.
Corrective Action Required: Additional training required of Point of Service staff in evaluating a reimbursable meal. SFA must provide plan that will be implemented to ensure accuracy. Number of disallowed meals were voided out; therefore no additional fiscal action for this issue.

YES	NO	PS-2 Violations		
◉	○	**B. Meal Patterns and Nutritional Quality**		
		YES	NO	
		◉	○	Meal Components and Quantities - 7 CFR 210.10 & 220.8
		◉	○	Offer versus Serve - 7 CFR 210.10 & 220.8
		◉	○	Dietary Specifications and Nutrient Analysis - 7 CFR 210.1(f)

Finding(s) Details:

Meal Components and Quantities - 7 CFR 210.10 & 220.8
Requirement #401: All meals observed and counted for reimbursement for day of review contain all of the required meal components.
Findings: Not all students have 3 items for breakfast. Technical assistance was provided but error was not corrected.
Corrective Action Required: Submit procedure that will be implemented to ensure all students being claimed are receiving a reimbursable meal.

Requirement #410 (a-c): Planned menu quantities meet meal pattern requirements for the review period; production records/supporting documentation indicate quantities were available.
Findings: Quantity planned was not recorded on records for vegetable that was substituted; improper recording of pounds; therefore evaluated based on quantity of bags prepared as indicated by staff. Insufficient amount of meat prepared. Based on recipe and FBG, sufficient quantity not prepared to meet planned number in required serving size. Previous technical assistance has been provided on vegetables.
Corrective Action Required: Plan to ensure sufficient quantity is being prepared and served in the required amount to meet meal pattern. Fiscal action is being taken on insufficient quantity of vegetable.

Offer versus Serve - 7 CFR 201.10 & 220.8
Requirement #500: Offer versus Serve being properly implemented.
Findings: 3 items are not being required for breakfast. Technical assistance was provided, but correction was not made. During lunch service technical assistance was provided in regards to 1/2 cup fruit or vegetable to be a reimbursable meal. Correction was made.
Corrective Action Required: Plan for ensuring OVS is properly being followed and reimbursable meals are being received.

Requirement #501: Cafeteria staff trained on Offer vs. Serve
Finding: Training has been received, but based on previous unannounced visits and day of observation, OVS continues not to be properly implemented.
Corrective Action Required: Submit a plan for continued training in the area of Offer vs. Serve on a regular basis to ensure all staff understand what is needed to have a reimbursable meal.

Dietary Specifications and Nutrient Analysis:
Requirement #603: Areas identified during the off-site review requiring technical assistance or corrective action prior to the beginning of the on-site portion of the review.
Finding: Proper serving sizes for the age groups were not occurring when only one vegetable or one fruit is being served for meal services. During review it was determined that standardized recipes are not being followed properly when making conversions. If any of the components contributing to the meal pattern are adjusted from the basic recipe, it must be adjusted in the proper manner to maintain correct contribution amount. It also has an affect on the nutrient standards.

YES	NO	General Area Violations
○	●	**C. School Nutrition Environment**

YES	NO	
○	●	Food Safety - 7 CFR 210.13
○	●	Local School Wellness Policy - 7 CFR 210.30
○	●	Competitive Foods - 7 CFR 210.11 & 220.12
○	●	Other

Finding(s) Details:

○	●	**D. Civil Rights** - 7 CFR 210.23(b)

Finding(s) Details:

Comments/Recommendations:

Fiscal action workbook was completed; $600 disregard.

Production records are a working document to be used in preparing the meal and completed at conclusion of meal service. Ensure all information is being properly recorded.

CORRECTIVE ACTION REQUIRED TO BE COMPLETED BY(§210.18[j][2]): 12/18/2024

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

1/20/2025 **(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: 12/6/2024

with Dr. Barry, Supt; Christy Sharp, Director (Name and Title of School Representative)

CNP Consultant(s): Becky Gilbert

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.

Signature of School Representative _____ Date _____

Date Review Summary Was Publicly Posted: _____