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

Name of School Food Authority (SFA): Broken Arrow County District Code: 72-I003

Superintendent: Chuck Perry

Address of SFA: 701 South Main Street City: Broken Arrow Zip Code: 74012

Consultant(s) Conducting Review: Alberta Burgess, Rhonda Stevens, & Kathy Kuck

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

Review Month: Dec. 2024 Date of Review: Feb. 3-6, 2025 Date Review Closed: Pending

Number of Schools in SFA: 26 Number of Schools Reviewed: 4 Number of Eating Sites Reviewed: 4

List schools reviewed for the following CNP:

National School Lunch Program (NSLP): Arrowhead, Elementary, Creekwood Elementary, Liberty Elementary, & Oneta Ridge Middle School

School Breakfast Program (SBP): Creekwood Elementary, Oneta Ridge Middle School

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:

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:

7 CFR 210.10
Requirement: Schools serving multiple serving lines, a daily production record must be maintained for each.
Finding: Multiple serving lines are being maintained on one production record.
Corrective Action Required: Provide one week of production records in March for Liberty Elementary demonstrating that both serving lines have individual production records.

Requirement: Daily production records must indicate vegetable subgroups.
Finding: Production records do not appear to indicate vegetable subgroups.
Corrective Action Required: Document vegetable subgroups on daily production records.

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 Nonprogram Revenue , Competitive Foods

Finding(s) Details:

7 CFR 210.30
Requirement: Triennial Assessment completed and results provided to the public.
Finding: No documentation provided to show triennial assessment has been completed.
Corrective Action Requirement: Wellness committee must complete triennial assessment and make available to the public. Provide documentation to state agency.

Competitive Foods7 CFR 210.11 & 220.12
Requirements: Foods & beverages sold to students during the school day including a la carte foods & beverages sold during meal service meet Smart Snack standards.
Finding: Labels were not provided for pickles & popcorn that are being sold during the school day, outside of the cafeteria. Wellness Policy is not being followed regarding Smart Snack.
Corrective Action Required: Please provide documentation that products being sold meet Smart Snack standards. If products do not meet standards, discontinue serving.

7 CFR 210.14(f)
Requirement: The SFA correctly calculates its nonprogram food ratio and its food cost ratio.
Finding: Oklahoma Cost accounting documentation indicates the food cost ratio is more than the revenue ratio.
Corrective Action Required: Provide what steps the district will take to ensure revenue ratio will be greater than its food cost ratio.

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

Finding(s) Details:

Comments/Recommendations:

CORRECTIVE ACTION REQUIRED TO BE COMPLETED BY(§210.18[j][2]): March 31, 2025

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

April 30, 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: 2/6/2025

with Emily McNally, CNP Dir. & Amy Wickersham (Name and Title of School Representative)

CNP Consultant(s): Alberta Burgess, Rhonda Stevens, & Kathy Kuck

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: March 11, 2025