

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

Name of School Food Authority (SFA): Dove Schools of Tulsa County District Code: 72-G003

Superintendent: Abidin Erez

Address of SFA: 5601 NW Expressway, STE 100 City: Oklahoma City Zip Code: 73132

Consultant(s) Conducting Review: Mona King

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

Review Month: 12/2025 Date of Review: 2/17-19, 3/24-26/26 Date Review Closed: Pending

Number of Schools in SFA: 3 Number of Schools Reviewed: 1 Number of Eating Sites Reviewed: 1

List schools reviewed for the following CNP:

National School Lunch Program (NSLP): Dove Science Academy ES - 930

School Breakfast Program (SBP): Dove Science Academy ES - 930

After-School Snack Program (ASSP): NA

Special Milk Program (SMP): NA

Fresh Fruit and Vegetable Program (FFVP): Dove Science Academy ES - 930

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

Contract with an FSMC:

- Yes No

If yes, please indicate name of company:

YES	NO	PS-1 Violations		
<input checked="" type="radio"/>	<input type="radio"/>	A. Program Access and Reimbursement		
		YES	NO	
		<input checked="" type="radio"/>	<input type="radio"/>	Certification and Benefit Issuance - 7 CFR 246.6
		<input checked="" type="radio"/>	<input type="radio"/>	Verification - 7 CFR 245.6a
<input type="radio"/>	<input checked="" type="radio"/>	Meal Counting and Claiming- 7 CFR 210.7(c)		

Finding(s) Details:

Certification and Benefit Issuance – 7 CFR 245.6

Requirements 126 & 133: All free/reduced applications must be correctly approved and reported on the benefit issuance document/roster accurately.

Findings: Two reduced applications with 3 students and one free application with 1 student should be paid due to income calculation errors. One reduced application with 3 students should be categorically free. One free application with 1 student should be reduced due to income calculation error.

Corrective Action Required: Application errors are reported on the SFA-1. Corrections have been made and households notified. An updated roster and letters were provided as corrective action. Due to the application error rate being below 3%, fiscal action is not being assessed.

Requirement 134: SFA must correctly certify students listed on Direct Certification reports, and must update benefit issuance documents accurately and in a timely manner upon receipt of Direct Certification updates.

Findings: Four reduced applications with 8 students should be free based on Direct Certification. Two students listed in the Statistical Sample Generator were reported as paid on the student roster but should have been reported as free according to the December Direct Certification report. Direct Certification benefit issuance was not updated by the SFA in a timely manner.

Corrective Action Required: The errors are reported on the SFA-2. Eligibility correction was made, an updated roster and notification letters were provided as corrective action. Update student eligibility reported on any Direct Certification report in a timely manner.

See page 5 for continued PS-1 Violations for Verification.

YES	NO	PS-2 Violations			
<input checked="" type="radio"/>	<input type="radio"/>	B. Meal Patterns and Nutritional Quality			
		YES	NO		
		<input checked="" type="radio"/>	<input type="radio"/>	Meal Components and Quantities - 7 CFR 210.10 & 220.8	
		<input type="radio"/>	<input checked="" type="radio"/>	Offer versus Serve - 7 CFR 210.10 & 220.8	
		<input type="radio"/>	<input checked="" type="radio"/>	Dietary Specifications and Nutrient Analysis - 7 CFR 210.1(f)	

Finding(s) Details:

Meal Components and Quantities - 7 CFR 210.10 & 220.8

Requirement: All Meal Pattern requirements must be met including meeting all vegetable sub-groups weekly for lunch. Minimum meal component quantities must be accurately documented and served daily and weekly. Production records must be adequately and completely documented daily.

Findings: Some vegetables were counted in the wrong sub-group and the SFA did not meet the Red/Orange or Bean/Pea subgroups weekly requirements in the review period. Production records do not always reflect total foods prepared in measurable quantities.

Corrective Action Required: Adequately document food production records with measurable quantities (pounds/ounces/how many #10 cans, weight of bags/cases/tubs, etc.) using the food buying guide, standardized recipes that are calculated using the food buying guide, valid product formulation statements, or CN labels to support planned and prepared quantities that meet all minimum quantity requirements for each component and meal pattern. Document CN numbers of products used on the production records. Document weights and total usage in pounds or #10 cans, or each when individual items (e.g. - 8-5 lb bags frozen mixed vegetables, 398 apples, 200 bananas, 325 oranges, 20 #10 cans cut green beans heated/drained, 30 #10 cans sliced peaches, 32 #10 cans diced pears, 19 lbs baby carrots, 30 lbs or 6-5 lb bags Spring Mix, CN123456, etc Meet the vegetable sub-group requirements for each grade group weekly. Maintain valid product formulation statements or CN labels for all combination items served, and any other products not specifically identified in the food buying guide or on the Grains Chart.

The SFA was provided the Menu Planner for School Meals book, meal patterns, grains chart, vegetable sub-group reference sheet, and food buying guide information. The person(s) planning menus and completing production records has access to trainings on OSDE Connect regarding production records, meal patterns for schools, food buying guide, and whole grains, etc. and should utilize that information to provide further training to staff.

Remit a detailed corrective action plan to the Regional Child Nutrition Program (CNP) Specialist specifying how the identified findings will be corrected. Ensure that all personnel and menu planners understand the vegetable sub-groups and how to use the food buying guide to correctly calculate total quantities to prepare for each component. When not implementing offer versus serve ensure that every student receives the full meal pattern with the quantities served adequately documented and served to meet the daily and weekly requirements for each grade group meal pattern.

These are not repeat violations, therefore fiscal action will not be assessed.

YES	NO	General Area Violations			
<input type="radio"/>	<input checked="" type="radio"/>	C. School Nutrition Environment			
		YES	NO		
		<input type="radio"/>	<input checked="" type="radio"/>	Food Safety - 7 CFR 210.13	
		<input type="radio"/>	<input checked="" type="radio"/>	Local School Wellness Policy - 7 CFR 210.30	
		<input type="radio"/>	<input checked="" type="radio"/>	Competitive Foods - 7 CFR 210.11 & 220.12	
<input type="radio"/>	<input checked="" type="radio"/>	Other			

Finding(s) Details:

<input type="radio"/>	<input checked="" type="radio"/>	D. Civil Rights - 7 CFR 210.23(b)
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Finding(s) Details:

Comments/Recommendations:

PS-1 Violations continued

Verification – 7 CFR 245.6(a)

Requirement : All applications selected for verification must be verified correctly. A confirmation review must be accurately completed for all applications selected for verification. Confirmation review procedures must be followed when the confirmation reveals that the original application determination is incorrect. All verification procedures must be completed by November 15 or the SFA must obtain approval from the SA to extend the deadline.

Findings: One application should have been confirmed as reduced instead of free and should have been verified as reduced but was incorrectly verified as free. Three applications were not correctly verified. All applications are reported on the SFA-2. Four applications with no response were not changed to paid until 11/17/2026.

Corrective Action Required: Accurately verify applications selected for verification. Complete the confirmation review correctly and follow required procedures when the confirmation review identifies incorrectly determined applications. Eligibility correction was made, an updated roster and notification letters were provided as corrective action. Remit a detailed corrective action plan to the SA Regional Child Nutrition Program (CNP) Specialist specifying how the identified findings will be corrected.

CORRECTIVE ACTION REQUIRED TO BE COMPLETED BY (§210.18[j][2]): 4/24/2026

CORRECTIVE ACTION DOCUMENTATION REQUIRED IN STATE AGENCY BY (§210.18[k][1]):
5/25/2026 (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: 3/26/2026

with Marc Julian Asst Supt/AR & Carla Magee ACND (Name and Title of School Representative)

CNP Consultant(s): Mona King

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: _____