



Office of Child Nutrition  
**Scott Clements**  
Director

January 8, 2024

St. Patrick School  
Mr. Rob Calcote, Superintendent  
2700 Davis Street  
Meridian, MS 39301  
[rcalkote@stpatrickcatholicschool.org](mailto:rcalkote@stpatrickcatholicschool.org)

Dear Mr. Calcote,

Your response to the findings of our Administrative Review of your 2022-2023 National School Lunch Program (NSLP) has been received and accepted in the Mississippi Application and Reimbursement System (MARS). We are closing the file on this review.

If you have any questions concerning this review or need assistance, please call me at (601) 576-5000. Thank you for your continued support of the Child Nutrition Programs.

Sincerely,

Tausia Hicks, Program Specialist  
Office of Child Nutrition, School Support Division

cc: File NSLP (AR) 2022-2023  
Linda Everington, Cafeteria Manager, [leverington@stpatrickcatholicschool.org](mailto:leverington@stpatrickcatholicschool.org)

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May 10, 2023

St. Patrick School District  
Mr. Calkote, Superintendent  
2700 Davis Street.  
Meridian, MS 39301

Dear Mr. Calkote

The State Agency (SA) completed an Administrative Review (AR) of the National School Lunch Program (NSLP) during the week of March 22, 2023 - March 24, 2023. An exit conference was conducted on May 2, 2023. The regulations governing the Administrative Review (7 CFR 210.18) require the SA to review two Critical Areas: Performance Standard 1 (Meal Access and Reimbursement) and Performance Standard 2 (Meal Pattern and Nutritional Quality). The Review additionally covers several General Areas of Review. Over the course of the SA Review, **(5) total findings were identified, including (2) relating to Performance Standard 1 or 2.** The SA is pleased to report that **none of the findings have resulted in fiscal action.** The findings which were identified are described below.

### **Performance Standard 1 (Meal Access & Reimbursement)**

- In accordance with 7 CFR 245.6 (6)(i), the local educational agency must notify the household of the children's eligibility and provide the eligible children the benefits to which they are entitled within (10) operating days of receiving the application from the household. The Reviewer noted that the SFA did not send out letters of notification of eligibility status. In order to demonstrate corrective Action, the SFA must submit a corrective action plan to send out notification letters of eligibility status each year. The SFA may use templates provided by the SA. The SFA should retrain staff on notification letters and provide the SA with documents.

### **Performance Standard 2 (Meal Pattern and Nutritional Quality)**

- In accordance with 7 CFR 210.10(c) meals planned and served as part of the NSLP must align with the meal pattern. The Reviewer noted that during the week of review, the SFA did not meet the weekly requirements for dark/green vegetables nor legumes. In order to demonstrate corrective Action, the SFA must provide menus to the SA to ensure compliance with the meal pattern.

## General Program Compliance (General Areas of Review)

- In accordance with 7 CFR 210.13 (d), SFAs should ensure that facilities for the storage of food products should safeguard against theft, spoilage, and other loss. The Reviewer noted ice buildup in the freezer and on the floor; this could cause issues and become a hazard if not fixed. There was a box on the floor and items without dates. Everything must be (6) inches off the floor at all times and dated to ensure FIFO. In order to demonstrate corrective Action, the SFA must provide documentation that the freezer buildup has been fixed and is no longer a hazard and all items are fully dated and are (6) inches off the floor.
- In accordance with 7 CFR 210.14(b), the school food authority shall limit its net cash resources to an amount that does not exceed 3 months average expenditures for its nonprofit school food service. The Reviewer noted that the SFA indicated net cash resources that exceeded its 3 month average monthly expenses but, failed to provide documentation for a spend down plan. In order to demonstrate corrective action, the SFA recommends the SFA provide a spend down plan for excess balance.
- In accordance with 7 CFR 210.18(h)(2)(b), the process used to verify children's eligibility for free and reduced price meals in a sample of household applications is consistent with the verification requirements. The Reviewer noted that the SFA did not send out follow-up verification notification letters to households that fail to respond to the verification request. In order to demonstrate corrective Action, the SFA must submit a corrective action plan to provide follow-up verification notification letters to households that fail to respond to verification request.

The School Food Authority (SFA) **must provide a corrective action response to all findings** of the Review by **June 10, 2023**. This response must be entered into the Mississippi Application and Reimbursement System (MARS) by an authorized signatory for the Child Nutrition Programs. If an authorized signatory is unable to access the Compliance module in MARS, the district must submit a corrective action plan on District letterhead that is signed by an authorized signatory.

In addition to conducting the AR, one of the functions of the SA is to provide Technical Assistance (TA). During the course of the review, the SA Reviewer provided TA in several areas to the CND. TA is documented in MARS, specifically in the “Technical Assistance” section of the “Compliance” Module. TA is provided for the improvement of the program operations and is not considered a finding.

The SA would like to commend the SFA for the staff's dedication to providing students with delicious and nutritious meals.

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If you have any questions regarding this review, or if you would like to request additional assistance, please email me at [thicks@mdek12.org](mailto:thicks@mdek12.org) or call Marianna Chauvin or me at (601) 576-5000.

Sincerely,

A handwritten signature in black ink, appearing to read "Taquasia Hicks". The signature is fluid and cursive, with the first name being more prominent.

Taquasia Hicks, Program Specialist  
Office of Child Nutrition, School Support Division

cc: File NSLP (AR) 2022/2023

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