

Commissioner's Memo
12/4/2019

Fiscal Action Related to Child Nutrition

Memo Information

Memo Number **CNU-20-024**

Memo Date 12/4/2019

Memo Type Regulatory

Unit Child Nutrition

Regulatory Authority 7 CFR 210.9, 7 CFR 210.18, 7 CFR 210.24

Response Required NO

Attention Superintendents; Bookkeepers; Child Nutrition Directors/Managers

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Memo Text

ATTENTION: SUPERINTENDENTS, CHILD NUTRITION DIRECTORS, BUSINESS OFFICIALS, BOOKKEEPERS

The Management Evaluation (ME) is the ongoing assessment of the State Agency's (SA) administration of the National School Lunch and School Breakfast Programs. The ME provides Food and Nutrition Service (FNS) staff the opportunity to observe and evaluate the SA's processes and procedures for complying with the requirements outlined in Federal regulations and FNS policy. Additionally, the ME is an opportunity for FNS staff to provide technical assistance regarding regulations and policy interpretations that may be needed.

FNS conducted a ME of the National School Lunch and School Breakfast Programs, administered by the Arkansas Department of Education (ADE), Child Nutrition Unit (CNU) during the week of August 27, 2018.

During this ME, the FNS ME team reviewed approximately 20 program areas, including, but not limited to Local Agency Procurement and Food Service Management Companies, Administrative Reviews, Claims for Reimbursement, State Administrative Expenses, USDA Foods, and the Fresh Fruit and Vegetable Program. FNS staff interviewed SA staff at CNU who oversee the ME areas, and the ME team reviewed documentation to assess compliance with federal requirements.

One finding from the ME was that written fiscal action procedures were absent. The CNU was required to develop a written fiscal action procedure which identifies potential program non-compliance and the fiscal action that will be taken for each type of non-compliance. The procedures were reviewed by the ADE internal auditor prior to submission to FNS. FNS approved the fiscal action procedures on September 16, 2019.

The ME was closed on September 16, 2019. A closure letter was dated and received October 1, 2019.

Attached to this memo are the approved Fiscal Action Procedures, effective October 1, 2109.

Attachments

- [AR_DOE_ME_2018_Closure_Letter_141226.pdf](#)
- [Final_Fiscal_Action_Procedures_141235.pdf](#)