

**SNP Administrative Review Findings**

**21st Century Charter School @ Gary (9545)**

*Program Year 2022*

**21st Century Charter School @ Gary (9545)**

556 Washington Street  
Gary, IN 46402-1915

**Food Service Contact**

Ms. Nicole McIntosh  
Principal  
(219) 886-9339  
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FSMC: Taher, Inc.

**Executive Contact**

Mr. Kevin Teasley  
Superintendent  
(317) 712-4200  
kteasley@geofoundation.org

No. of Sites / Reviewed: 5 / 1  
Month of Review: March 2022

**General Program Compliance - 21st Century Charter School @ Gary (9545)**

*1007. On-site observations validate Off-Site Assessment Tool responses to Local School Wellness Policy questions and responses demonstrate compliance with FNS requirements*

**Finding 9011: Local School Wellness Policy information on the Off-site Assessment Tool not validated, or deficiencies found.**

Some of the information gathered on the Off-site Assessment Tool regarding the SFA's Local School Wellness Policy could not be validated during on-site observations. Discrepancies or deficiencies found on-site: Wellness Policy Assessment. As a reminder, there was discussion about this requirement in your 2018 review.

**Technical Assistance:**

The wellness policy has not been updated in several years. The SFA has plans to assess and update their wellness policy in Spring 2022. Please ensure that your wellness policy is assessed and updated once every three years. Please find all wellness policy guidance on our website here: <https://www.in.gov/doe/nutrition/wellness-policies/>

*1213. New School Nutrition Programs Director met food safety certification training requirements*

**Technical Assistance - Food Service Director Requirements**

**Technical Assistance:**

Effective program year 2023, an internal food service director must be employed by the SFA to oversee the management of FSMC. This includes being approved by the IDOE hiring requirements, completing an eight-hour food safety training once every five years, and completing the required number of training hours yearly.

*1403. Review of agricultural food components indicates violations of the Buy American provision*

**Technical Assistance - Buy American Provision**

**Technical Assistance:**

The SFA purchased some produce that was not a product of the United States and had an exemption on file. The state agency recognizes that many food products are difficult to acquire at this time; however, please keep in mind that you are using federal tax dollars to purchase these products. Please make every effort to purchase products that are from the United States.

**SNP Administrative Review Findings****21st Century Charter School @ Gary (9545)****Program Year 2022****Gary Charter Elementary (4164)**

556 Washington Street  
Gary, IN 46402-1915

**Food Service Contact**

Mrs. Dana L Teasley  
Vice President  
(317) 703-4225

Month of Review: March 2022

Date of Onsite Review: April 8, 2022

**Meal Counting & Claiming - Gary Charter Elementary (4164)**

325. *Review Period- meal counts by category were correctly used in the claim for reimbursement*

**Technical Assistance - Meal Counting Procedures****Technical Assistance:**

The SFA currently uses a clicker to count meals for breakfast and lunch; these numbers are then transferred to a daily meal count sheet. The State Agency is requiring that the school adopts a clicker consolidation document where the numbers can be recorded daily. This document will require a daily initial by whomever is recording the counts as well as a monthly signature from the manager to verify that all information is accurate and correct.

**Meal Components & Quantities - Gary Charter Elementary (4164)**

409. *Review Period- all required meal components per weekly meal pattern requirements were offered and served to students*

**Technical Assistance - Production Record Keeping****Technical Assistance:**

On the FSMC's production record, there is a field for planned servings, leftover servings, and wasted servings. There are some instances where the "planned" field is the only area filled out and the "leftover" and "wasted" fields are left blank. In this example, it is impossible to tell how many servings were actually served. Please make sure it is clear how many servings of each food item have been served.

**General Program Compliance - Gary Charter Elementary (4164)**

901. *On-site monitoring review(s) were completed prior to February 1*

**Finding 9000: On site Monitoring**

The SFA has not completed on-site monitoring for their schools during program year 2022. While on-site monitoring is waived this year, a desk review is still required for each lunch meal service and 50% of your breakfast meal services.

**Corrective Action:**

The SFA is required to complete a desk review of each lunch meal service and 50% of your breakfast meal services. Please provide documentation to the State Agency when completed.

SFA has provided site monitoring to the state agency and no further action is necessary.

**Technical Assistance:**

Please find out site review webpage helpful in completing your required monitoring - <https://www.in.gov/doi/nutrition/site-reviews/>.