



SNP Administrative Review Findings

Clinton Central School Corp (1150)

Program Year 2025

Clinton Central School Corp (1150)

815 North State Rd 29
Michigantown, IN 46057-0118

Food Service Contact

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Executive Contact

Mr. Levi Yowell
Superintendent
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No. of Sites / Reviewed: 2 / 1

Month of Review: December 2024

Commendations

- * The kitchen surfaces, equipment, walk-in cooler, freezer and storeroom were well maintained and clean. Overall, the kitchen was extremely clean.
- * The menu has a nice variety of items for the students to choose from including different vegetables and fruits. Scratch items are being made as well including fruit crisp and chicken and noodles.
- * The director approves all applications manually and maintains a very low percentage of errors. Clerical errors were minimal.

Technical Assistance

- * Letter to the health department requesting two inspections was sent in November. It is recommended to send this notification out before or at the start of the school year.
- * Consider implementing some easy marketing methods including cohesiveness in staff appearance by providing staff with a uniform. This could be coordinated t-shirts, scrub shirts, or even chef-type shirts. Also consider branding the cafeteria. There is room above the cafeteria doors to add signage. There also is currently very little branding or marketing of school meals in or around the serving area. Consider decorating for seasons, etc.

Certification and Benefit Issuance - Clinton Central School Corp (1150)

126. *Certification: selected applications correctly approved. This serves as a reminder to the reviewer that FA must include the MOR and the Month of the on-site review.*

Finding 9901: Selected applications correctly approved

One application was missing required information.

Corrective Action:

The missing information was obtained during the review; therefore, a change in status was not required. The error was considered clerical as a second check process was in place. Additional response is not required.

Technical Assistance:

Errors were reviewed with the determining official the day of review.

133. *Direct Certifications were correctly certified*

Finding 9024: Direct Certifications were not correctly certified

Direct certification documentation for selected students was reviewed for completeness and accuracy. Some students were certified for reduced meals incorrectly and should have been free. This was a clerical error.

Corrective Action:

Sponsor must notify the household of the increase in benefits and apply the increase to benefits immediately. The sponsor provided a letter informing households of the increase in benefits and proved that the increase was made in the POS. Since the error was clerical no other corrective action is required.



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Resource Management Comprehensive Review - Clinton Central School Corp (1150)

767. Nonprogram Revenue and Food Cost Ratio

Finding 9000: Non-program food revenue tool

The non-program food revenue tool was completed incorrectly.

Corrective Action:

Reimbursement rates have been updated in this tool but please also complete the following to finish the tool:

1. Add reimbursable meals for students at the elementary school in the program food cost tab. Include the cost, reimbursements, and the number of portions sold.
2. Adjust the adult meal cost in the nonprogram adult meals tab to use PAL value for commodities used.
3. Include extra entrees sold in the non-program a la carte tab. Use PAL value for these items.

Submit the updated non-program food revenue tool to the state agency.



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Clinton Central Jr.-Sr. High Sch. (0957) Food Service Contact

815 North State Rd 29
Michigantown, IN 46057-0118

Mrs. Becky McQuinn
Food Director
(765) 249-0202

Month of Review: December 2024

Date of Onsite Review: January 29, 2025

Meal Components & Quantities - Clinton Central Jr.-Sr. High Sch. (0957)

400. Day of Review- all required meal components were available to all students during the entire meal service

Technical Assistance: Meal Components

Reviewers recommend making sure there is someone to restock the line during the entire breakfast service. Several students at the end of the line did not have access to all fruit and all entree options.

410. Review Period- planned menu quantities meet the meal pattern requirements

Finding 9076: Planned menus served during review month do not meet portion size/quantity requirements.

Productions records were reviewed for the review period to determine whether the portion sizes of meal components from the menu planned and served during the review period meet the minimum meal pattern requirements for the age/grade group(s) being served. An insufficient grain serving was noted weekly at the 6-8 & daily and weekly at the 9-12 grade group for lunch.

Corrective Action:

As corrective action, please explain how the menu will be corrected to meet portion size requirements. A corrected menu must be submitted to the state agency.

Technical Assistance:

The school was provided with technical assistance during the on-site visit. The menu planner is reminded to plan menus that meet all components in both the daily and weekly serving sizes.

General Program Compliance - Clinton Central Jr.-Sr. High Sch. (0957)

1105. Foods and beverages sold to students during the school day meet Smart Snacks standards

Finding 9161: Beverages sold in the school do not meet Smart Snack requirements for the youngest age/grade group enrolled.

The school includes grades 7-12. Beverages sold in a school with mixed grades must meet the Smart Snacks standards for the youngest age/grade group enrolled. The school is not in compliance with this requirement. Flavored lemonade was sold to grades 7-8.

Corrective Action:

The director understands the beverage requirements for Smart Snacks; the non-compliant beverage offered to grades 7-8 was an oversight. **As corrective action, confirm that the non-compliant beverage will be removed from the cooler before the 6-8 grades come through the line.**

Technical Assistance:

The smart snacks calculator can be found here: <https://foodplanner.healthiergeneration.org/calculator/>.



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1409. On-site or off-site storage violations were observed

Finding 9150: Storage violations were observed.

The SFA must ensure that all facilities for the handling, storage, and distribution of purchased and donated foods are properly safeguarded against theft, spoilage, and other loss. Open bags of food out of original boxes are not date marked.

Corrective Action:

All food items out of original boxes must be date marked. **As corrective action, train staff on the date marking procedure. The procedure should be also included in your food safety plan. Submit a dated and signed agenda to the state agency as proof of staff training.**