



SNP Administrative Review Findings
Program Year 2025

East Washington School Corp (8215)

East Washington School Corp (8215)

1050 N. Eastern School Road
Pekin, IN 47165-7901

No. of Sites / Reviewed: 3 / 1
Month of Review: December 2024

Food Service Contact

Mr. Greg Hopkins
Food Service Director
(812) 967-3926
ghopkins@ewsc.k12.in.us
FSMC: Opaa!

Executive Contact

Mrs. Rebecca Jones
Superintendent
(812) 967-3926
rjones@ewsc.k12.in.us

Commendations

- * The office staff and food service staff were prepared and organized for the administrative review. They are eager to run a compliant program. Several of the food items had a homemade taste with speed scratch cooking.

Technical Assistance

- * The onsite review forms should be signed by both the individual completing the review and a staff member from the school receiving the review.
- * USDA has recently updated guidance to program sponsors regarding Buy American requirements to become effective PY 2025-2026 school year. For additional information, go here: <https://www.fns.usda.gov/cn/buy-american-provisions>. To watch a recorded webinar on updates to the Buy American requirements, go here: <https://www.fns.usda.gov/cn/buy-american-provisions/webinar>. To download a copy of the USDA Buy American tool, go here: <https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Ffns-prod.azureedge.us%2Fsites%2Fdefault%2Ffiles%2Fresource-files%2FSP23-2024a.xlsx&wdOrigin=BROWSELINK>.
- * Water was provided to students at two different places. One area was in the milk cooler with plastic water bottles. Water should not be in the milk cooler because it appears that water is a choice for the milk component. Additionally, the food service account should not support the cost of offering bottled water for free.
- * The serving size for fruit is 1/2 cup, and the 4 oz serving cup is not large enough to fit the full amount. If the school wishes to continue portioning fruits in plastic serving cups, it's highly suggested that it begin purchasing larger plastic serving cups, such as a 5 or 5.5-ounce cup, which will provide a full 1/2 cup serving for student selection.
- * The daily snack count form should be completed as students receive their snack and a hashmark should be made for each individual snack served.

No Administrative Findings (See site findings on next page)

Note: School nutrition program funds must be used solely for child nutrition program improvements, including purchasing quality foods for reimbursable meals. SFAs operating with a Food Service Management Company are also reminded of the following requirements:

- Ongoing administrative oversight of daily activities as outlined in the contract is required by the SFA.
- An advisory committee made up of students, parents and administration is required to provide regular input on menus and other nutrition related activities as a part of contract oversight.
- Detailed review of itemized monthly statements is required prior to authorizing payment.
- Only expenditures that are allowable, necessary, and allocable may be charged and paid from the nonprofit food service account.
- Ensure the school corporation's available commodity allotment is utilized within the planned reimbursable meals to reduce overall food costs, where applicable.



SNP Administrative Review Findings
Program Year 2025

East Washington School Corp (8215)

East Washington Elementary School
(8904)

1050 N. Eastern School Road
Pekin, IN 47165-7901

Food Service Contact

Mr. Greg Hopkins
Assistant to the Superintendent
(821) 967-3926

Month of Review: December 2024

Date of Onsite Review: January 14, 2025

Meal Components & Quantities - East Washington Elementary School (8904)

402. Day of Review- the minimum daily quantity requirements are met for the age/grade group being served

Finding 9052: Day of Review portion sizes insufficient.

As observed on the Day of Review, the portion sizes of meal components from the planned menu and served on the day of review did not meet the minimum meal pattern requirements for the age/grade group(s) being served for breakfast. Insufficient quantities of meal components may result in a disallowance of meals. Insufficient portion sizes observed on the Day of Review:

- a) Fruit meal component - only 1/2 cup of fruit (boxed raisins) was prepared to be served on the day of onsite review for breakfast.

Corrective Action:

The school was advised and given the opportunity to correct the insufficient quantity of the fruit meal component before the meal service started. A banana was added to the bagged meals. **Therefore, no further corrective action is required.**

Technical Assistance: The SFA must be familiar with the meal pattern enough to recognize meal pattern errors and hold the food service management company responsible for planning compliant menus.

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

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

Production 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 met the minimum meal pattern requirements for the age/grade group being served. Insufficient quantities of meal components may result in a disallowance of meals if found in subsequent reviews.

- a) Insufficient fruit component servings and vegetable component servings were noted for the lunch meal pattern for the K-5 grade group.

Corrective Action:

For corrective action, completed production records for a week must be submitted to the State Agency. Additionally, provide SFA procedures for reviewing menus with the food service management company to ensure compliance. It should be noted that raining for the meal pattern K-5 was recommended previously for this administrative review.

Technical Assistance:

The school provided 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.

500. Day of Review- Offer vs. Serve was properly implemented

Finding 9078: School is not properly implementing Offer vs. Serve.

Due to incorrect implementation of offer versus serve, the portion sizes of meal components served on the day of review did not meet the minimum meal pattern requirements for the K-5 age/grade group being served. Insufficient quantities of meal



SNP Administrative Review Findings

East Washington School Corp (8215)

Program Year 2025

components may result in a disallowance of meals if found in subsequent reviews. Insufficient portion sizes observed on the Day of Review:

- a) Vegetable meal component for lunch - 1/2 cup each of green beans and mashed potatoes were planned. However, staff did not allow students the option to select both vegetables. Therefore, only 1/2 cup of vegetable was offered instead of the required minimum of 3/4 cup.
- b) Students were only allowed to decline the milk component during breakfast.

Corrective Action:

For corrective action, the SFA and management company must retrain staff on meal pattern requirements and offer versus serve. Complete the Back to Basics: Meal Pattern and the Offer Verses Serve K-8 courses in Moodle. Provide the State Agency with certificates of completion as documentation that training has been completed.

The Back to Basics: Meal Pattern module is located at <https://moodle.doe.in.gov/course/view.php?id=406#section-1>.

The Offer Verses Serve training module is located at <https://moodle.doe.in.gov/course/view.php?id=407#section-1>.

Technical Assistance:

Technical assistance was provided, which included a better service line setup for offer vs serve implementation.