



SNP Administrative Review Findings

Irvington Community School Inc
(9330)

Program Year 2024

Irvington Community School Inc (9330)
5751 E University Avenue
Indianapolis, IN 46219-7222

Food Service Contact
Mr. Chris Ashmore
Director of IT
(317) 357-3770
cashmore@ics-charter.org
FSMC: Aramark

Executive Contact
Mr. Chris Ashmore
Director of IT
(317) 357-3770
cashmore@ics-charter.org

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

Commendations

- * The staff were very willing to learn and make necessary changes on the day of review.
- * A wide and colorful variety of vegetables are offered to students daily.

Certification and Benefit Issuance - Irvington Community School Inc (9330)

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.*

Technical Assistance: CNP web Medicaid Reduced Error

Two students identified during the benefit issuance review received a lesser benefit than qualified. Due to a notification error in CNPweb, the SFA was unaware of the increased benefits for these students. The reviewer provided technical assistance onsite regarding how to identify the new changes. The school food service director implemented the new changes on April 16, 2024.

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.*

Technical Assistance: FDPIR Benefits

As a reminder, proof and documentation of student benefits for FDPIR benefits are needed. The student is not showing on the DC list and the case number is invalid. A letter was sent by the SFA to the family.

128. *Correct conversion factors used for applications with more than one income frequency*

Technical Assistance: Income Frequencies

As a reminder, there is no need to convert to annual income if only one income frequency is listed.

General Program Compliance - Irvington Community School Inc (9330)

810. *The USDA non-discrimination statement is on appropriate Program materials*

Technical Assistance: USDA Non-discrimination Statement

As a reminder, all materials that mention the program must include the non-discrimination statement.



Program Year 2024

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

Finding 10140: Wellness Policy Review and Update

The following findings were noted regarding the review and update of the local school wellness policy:

The review and update of the local school wellness policy did not occur as required and the wellness policy is missing required information.

Corrective Action:

As corrective action the following must occur:

- LEAs must conduct an assessment of the wellness policy every 3 years, at a minimum. This assessment will determine compliance with the wellness policy, how the wellness policy compares to model wellness policies, and progress made in attaining the goals of the wellness policy. The local school wellness policy must be reviewed and updated by the wellness committee. A copy of the assessment and updated policy must be submitted to the State Agency.
- The LEA must permit participation by the general public and the school community in the review and update of the wellness policy. The policy must be re-assessed with input from all interested stakeholders as through the wellness committee. Provide documentation of notification used to inform households of the re-assessment of the local school wellness policy. Once the re-assessment occurs, provide documentation of the assessment.
- Provide proof that the results of the most recent assessment have been communicated to the public, including progress toward meeting the goals of the policy.

Technical Assistance:

Wellness policy resources can be found at the following website: <https://www.in.gov/doe/nutrition/wellness-policies/>.

1214. School Nutrition Programs Director met/will meet annual training requirements

Technical Assistance: Annual Training Requirements

As a reminder, the food service director needs 12 annual professional standards hours completed by the end of the school year. Trainings completed must be applicable to the program and certificate documentation must be retained.



Program Year 2024

Irvington Elementary School (1537)
5751 E University Avenue
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Mr. Chris Ashmore
IT
(317) 357-3770

Month of Review: March 2024

Date of Onsite Review: April 16, 2024

Preschool Meals - Irvington Elementary School (1537)

1. Pre-K meal pattern.

Finding 9000: Pre-k meal pattern

Pre-k is not comingled, and pre-k meal pattern is not being followed.

Corrective Action:

As corrective action please describe what will be done going forward for pre-k meal compliance (i.e., use of pre-k meal pattern or co-mingling with K-5 students). If pre-k students are comingled with other grade groups, a separate meal pattern is not required.

Technical Assistance:

Pre-k meal pattern compliance was explained to the SFA on the day of the review. Pre-k meal pattern resources were shared as well.

Meal Counting & Claiming - Irvington Elementary School (1537)

318. Day of Review- each meal service line provides an accurate count by eligibility category at the point of service

Technical Assistance: Meal Counting & Claiming

Implementing a scanner for the lunch meal service would be beneficial in that students could move through the line quicker, and the cashier would not have to search for each student's name on a sheet then transferring everything into the electronic POS

Meal Components & Quantities - Irvington Elementary School (1537)

404. Day of Review- signage explaining the reimbursable meal was posted near/at the beginning of the service line and did not promote water or any other beverage as an alternative to milk

Finding 9000: Other Finding

As a program requirement, water or juice must not appear in competition with milk. As observed on the day of review, milk and apple juice were placed in the same cooler near each other during breakfast.

Corrective Action:

This was discussed and as corrective action, a new location for juice was found after meal service and will be implemented going forward. **No response is required.**

Technical Assistance:

Technical assistance was provided on the day of review.



Program Year 2024

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

Technical Assistance: Offer vs. Serve

For OVS at breakfast, 1 cup of fruit must be offered while students must select at least 1/2 cup to meet the requirement. It's a great practice to offer more than one fruit option at breakfast. For lunch OVS, please remember that students may take either 1/2 cup of fruit or vegetable to meet the minimum requirement.

General Program Compliance - Irvington Elementary School (1537)

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

Finding 9103: On-site review of the school's meal counting and claiming procedures was not completed prior to February 1.

The SFA did not conduct an on-site review of the school's meal counting and claiming procedure prior to February 1 of the current Program Year.

Corrective Action:

As corrective action, the on-site monitoring form must be completed, and documentation submitted to the state agency.

Technical Assistance:

Resources were shared, and technical assistance was provided on the day of the review.