



SNP Administrative Review Findings
Program Year 2025

North Miami Community Schools (5620)

North Miami Community Schools (5620)

394 E 900 N
Denver, IN 46926-0218

Food Service Contact

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Food Service Director
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Executive Contact

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Superintendent
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No. of Sites / Reviewed: 2 / 1
Month of Review: February 2025

Commendations

- * The sponsor was well prepared for the Administrative Review. All required documents were available and well organized.
- * The reviewed school does a wonderful job of documenting foods served on their production records. Even though they operate a 7-12 grade kitchen which can sometimes be challenging, they ensure the correct meal pattern is used and foods are documented on separate production records accurately.

Technical Assistance

- * To assist with increasing breakfast participation, the sponsor could incorporate more fresh fruit offerings. Additionally, staff could offer a variety of entree options daily.

Certification and Benefit Issuance - North Miami Community Schools (5620)

126. Certification: selected applications correctly approved

Finding 9901: Selected applications correctly approved

Applications were certified utilizing incomplete information due to incorrect software parameters for online income applications. The sponsor's online income application allowed households to state they received SNAP/TANF benefit without reporting a case number and allowed households to incorrectly enter the number of household members. However, households with the above-mentioned error were contacted and able to provide the missing information. All free or reduced benefits remain unchanged. No fiscal action will be assessed.

Corrective Action:

Corrections have been made to affected applications from the Administrative Review. The sponsor must contact their software provider to determine the necessary modifications to the online income application needed to resolve the above mentioned issues. Until the software can be modified, the sponsor must check all online applications submitted for the current program year and verify the incorrect household size was reported and if the household stated they received SNAP/TANF benefits, that a case number was also reported.

The sponsor was in contact with software provider while the SA was on-site. Software parameter errors were corrected. **No further action required.**

Technical Assistance:

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

140. Direct Certification – updates to Benefits Issuance documents are made accurately and timely upon receipt of DC updates

Technical Assistance - Update Benefit Issuance Documents

If a student was previously assigned a benefit based on income eligibility, then are identified as being directly certified, the eligibility should be updated. This practice will potentially reduce the number households subject to verification.



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General Program Compliance - North Miami Community Schools (5620)

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

Technical Assistance: USDA Buy American Provision Updated Policy Guidance

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>



SNP Administrative Review Findings
Program Year 2025

North Miami Community Schools (5620)

North Miami Jr.-Sr. H.S. (6049)

394 E 900 N
Denver, IN 46926-0218

Food Service Contact

Mrs. Stephanie Owens
Food Service Director
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Month of Review: February 2025

Date of Onsite Review: March 19, 2025

Meal Components & Quantities - North Miami Jr.-Sr. H.S. (6049)

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

Technical Assistance - Production Records

For breakfast at the Jr-Sr High School, the state agency suggests changing to the K-12 meal pattern. Since students, grades 7-12, enter the breakfast line at the same time, there is no way to accurately track 7-8 grades and 9-12 grades separately. Additionally, one production record can be completed for breakfast instead of two.

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

Technical Assistance - Vegetable Sub-Groups

The sponsor is reminded to be specific on menus regarding vegetables to ensure they plan to meet all vegetable sub-group requirements.

411. Review Period- the school has complied with the planned menu, or changes made are acceptable substitutions

Finding 9000: Breakfast Menu

Sponsor did not have a breakfast menu for the reviewed school. Menus show the sponsor has planned to meet all meal pattern requirements. No meals will be disallowed as production records show meals served were compliant with meal pattern requirements.

Corrective Action:

The sponsor must develop breakfast menus each month for all schools to show they are planning to meet all meal pattern requirements. Submit the newly developed Jr-Sr High School menu, demonstrating it meets all meal pattern requirements.

General Program Compliance - North Miami Jr.-Sr. H.S. (6049)

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

Finding 9160: Foods and beverages sold to students not compliant with Smart Snacks standards.

Some foods sold during meal services do not meet Smart Snacks standards. Two foods were found to be non-compliant.

Corrective Action:

Non-compliant foods must be removed and can no longer be sold to students. As corrective action, the SFA will submit new Smart Snack calculations for all current a la carte foods served.

Technical Assistance:

Manufacturers regularly change pack size or nutritional information on foods; therefore, it is important to conduct Smart Snack calculations on all a la carte foods sold each year to ensure compliance.



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

Technical Assistance - Heating vs. Warming Foods

The SFA is reminded to use the steam table for holding food once it has reached the proper temperatures through normal cooking procedures. Steam tables should never be used to heat foods.

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. Temperature was not appropriately maintained for cold foods on the a la carte line.

Corrective Action:

Cold foods found to be in the temperature danger zone were discarded. The SFA has corrected the violation by placing all cold foods on ice while on the serving line to ensure they maintain proper temperature. **If this practice remains in place daily, no further action is required.**