

SNP Administrative Review Findings**Northeastern Wayne Schools (8375)****Program Year 2019****Northeastern Wayne Schools (8375)**

314 West Main Street
P.O. Box 406
Fountain City, IN 47341-9523

Food Service Contact

Ms. Rebecca J Tyree
Food Service Contact
(765) 847-2591

Executive Contact

Mrs. Laura Blessing
Superintendent
(765) 847-2821

No. of Sites / Reviewed: 2 / 1
Month of Review: December 2018

Commendations

- * All food service staff were thoroughly prepared for this administrative review. They were very professional and open to any suggestions. Northeastern Wayne Elementary School offered a variety of foods that met the USDA guidelines. This corporation is to be commended for their entire staff being so friendly and accommodating.

General Program Compliance - Northeastern Wayne Schools (8375)

1602. *On-site observation validate Off-Site Assessment Tool responses to SFSP & SBP Outreach questions?*

Finding 9000: Summer Food Service Program Technical Assistance**Technical Assistance:**

This SFA does not participate on the SFSP. During the exit meeting participation on the SFSP was discussed. The different types of sites were discussed.

Lastly even if the SFA does not participate on the SFSP we discussed that some kind of annual outreach still needs completed and suggested to tell the students in the spring before the end of school year the SFSP serving sites in Wayne County.

SNP Administrative Review Findings**Northeastern Wayne Schools (8375)****Program Year 2019****Northeastern Elementary School
(8928)**314 West Main Street
P.O. Box 406
Fountain City, IN 47341-9523**Food Service Contact**Ms. Rebecca J Tyree
Food Services Director
(765) 847-2591

Month of Review: December 2018

Date of Onsite Review: February 13, 2019

Meal Counting & Claiming - Northeastern Elementary School (8928)*318. DOR - accurate meal counts by category at POS?***Finding 9000: Recommendation/Technical Assistance for Point of Sale****Technical Assistance:**

During the meal services one cashier enters the student meals at the end of two serving lines (students entered their account number at the beginning of the line). It was very confusing on how the one cashier was keeping track of who obtained a meal. I recommended several suggestions on how to better this process. The suggestion of having the students enter their account numbers at the end of the line beside the one cashier was implemented immediately.

Meal Components & Quantities - Northeastern Elementary School (8928)*403. DOR - two varieties of milk available, allowable substitutions?***Finding 9000: Medical Statements for milk allergy students**

All the required information and signatures on the medical statements for milk allergy students has not been obtained and kept on file.

Corrective Action:

The food service director stated that the suggested medical statements for milk allergy students from the IDOE website will be sent home immediately on the two current students and any others in the future. The statements will be kept on file.

NO FURTHER ACTION NEEDED**Technical Assistance:**

A technical assistance was conducted regarding this finding.

*409. Review period production records/documentation - required meal components offered, daily/weekly requirements met?***Finding 9000: Completion of production records**

Production records do not always have all the numbers labeled and the column titled "total purchases units (lbs., cans, etc.) of food prepared. Crediting contributions are not stated. Therefore making it not possible to calculate if the amount of food prepared coincides with the number of meals claimed.

Corrective Action:

The food service director stated that beginning immediately the production records will be fully and correctly completed.

NO FURTHER ACTION REQUIRED**Technical Assistance:**

A technical assistance was conducted regarding this finding.

General Program Compliance - Northeastern Elementary School (8928)

SNP Administrative Review Findings

Northeastern Wayne Schools (8375)

Program Year 2019

1107. *Exempt SBP and NSLP leftover entrees served same day or day after initially offered?*

Finding 9163: Exempt leftover NSLP entrees are sold more than one day after the entree was initially offered.

Leftover NSLP entrees sold a la carte more than one day after the entrée was initially offered: some entree's leftover are sold a la carte next week (pizza, corndog, etc.)

Corrective Action:

The food service decided that beginning immediately these leftover entrees will not be sold past one day after being offered as part of a reimbursable meals. If they are sold, they will be run through the Smart Snack Calculator for crediting purposes .
NO FUTHER ACTION REQUIRED

Technical Assistance:

A technical assistance was conducted regarding this finding.