



## **SNP Administrative Review Findings**

**St Mary School (K053)**

### **Program Year 2025**

**St Mary School (K053)**

1331 E. Hunter Robbins Way  
Greensburg, IN 47240-8014

No. of Sites / Reviewed: 1 / 1

Month of Review: December 2024

**Food Service Contact**

Mrs. Donna Fisse  
Cafeteria Manager  
(812) 663-2804  
cafeteria@stmarysgreensburg.com

**Executive Contact**

Mrs. Nancy M Buening  
Principal  
(812) 663-2804  
nbuening@stmarysgreensburg.com

### **Commendations**

- \* The kitchen, serving lines, and storage areas were very clean and tidy.
- \* The food service staff work efficiently and well with one another. They are polite and interactive with the students.

### **Technical Assistance**

- \* Juice is a choice for the fruit component twice a week. It should be placed on ice alongside the fruit, so students understand that it is a fruit component. When juice is placed in the milk cooler, it appears to compete with milk as a drink choice.
- \* To reduce the amount of sodium in Campbell's tomato soup, order a lower sodium soup, such as Healthy Request tomato soup.
- \* 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>.

- \* Production Records are being kept, but the best practice is to use the State Agency's format. This link provides the production record and instructions: [https://www.in.gov/doe/nutrition/national-school-lunch-program/#Record\\_Keeping](https://www.in.gov/doe/nutrition/national-school-lunch-program/#Record_Keeping). There is a training module on the Moodle site for professional hours. The cafeteria manager scheduled a technical assistance visit with the reviewer during the exit conference for production records.
- \* The Wellness Committee should review the wellness policy yearly and update it if needed. The chairperson should date and sign that it is reviewed yearly. It was noted that the triennial assessment was completed this year.

**No Administrative Findings (Site findings on next page)**



## SNP Administrative Review Findings

St Mary School (K053)

### Program Year 2025

#### St Mary School (A730)

1331 E. Hunter Robbins Way  
Greensburg, IN 47240-8014

#### Food Service Contact

Mrs. Donna Fisse  
Head Cook  
(812) 663-2804

Month of Review: December 2024

Date of Onsite Review: January 7, 2025

#### Meal Components & Quantities - St Mary School (A730)

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

###### **Finding 9000: Insufficient serving size for the vegetable component. \*Repeat Finding**

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. An insufficient serving size for the vegetable component was noted in the K-8 grade group for lunch. In the month of December, nine of the fifteen days did not meet the 3/4 c vegetable requirement. This is the same finding from the last administrative review demonstrating that corrective action was not implemented; therefore fiscal action must be assessed.

###### **Corrective Action:**

The menu planner will immediately document and train foodservice staff to offer 3/4 cup of a vegetable when one vegetable is served. **For corrective action, please complete the following.**

- a) The menu planner must review the meal pattern requirement for the K-8 grade grouping yearly and complete the Meal Pattern training on the Moodle site. Submit a copy of the training certificate to the State Agency.
- b) The menu and production records for February must be submitted to the State Agency.

###### **Technical Assistance:**

The reviewer provided technical assistance during the review and will return on February 20, 2025, to assist with production records.