



SNP Administrative Review Findings
Program Year 2019

Sunman-Dearborn Community Schools (1560)

Sunman-Dearborn Community Schools (1560)
1 Trojan Place
Suite B
St. Leon, IN 47012-0016

Food Service Contact
Mrs. Cheryl Erhart
Director of Food and Nutrition
Services
(812) 576-1900

Executive Contact
Dr. Andrew Jackson
Superintendent
(812) 623-2291

No. of Sites / Reviewed: 5 / 1
Month of Review: November 2018

Resource Management Comprehensive Review - Sunman-Dearborn Community Schools (1560)

755. Allowable Costs

Finding 9117: Unallowable general expenses charged to the nonprofit school food service account.

Based on the SFA's accounting records for the most recently completed program year, general expenses charged to the nonprofit school foodservice account were not reasonable, necessary and/or allocable. Unallowable expenses: bad debt encumbered from unpaid student meal accounts was not covered by a transfer from the general fund.

Corrective Action:

The bad debt from the unpaid student meal accounts from school year 17-18 must be paid to the foodservice account from the general fund by the end of school year 18-19. Please provide an updated written procedure for how and when bad debt will be covered by non-Federal revenues going forward.

General Program Compliance - Sunman-Dearborn Community Schools (1560)

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

Finding 9000: Technical Assistance- SFSP Outreach

Technical Assistance:

School Food Authorities are required to provide outreach for the Summer Food Service Program prior to the end of each school year- even if they do not operate the SFSP. Please visit <https://www.doe.in.gov/nutrition/summer-food-service-program> prior to the end of each school year to determine nearby SFSP sites so that you may inform households of availability.

SNP Administrative Review Findings**Sunman-Dearborn Community Schools (1560)****Program Year 2019****Sunman Elementary School (7211)**

1 Trojan Place
Suite B
St. Leon, IN 47012-0016

Food Service Contact

Mrs. Pat Stenger
Cafeteria Manager
(812) 623-2235

Month of Review: November 2018

Date of Onsite Review: December 5, 2018

Meal Components & Quantities - Sunman Elementary School (7211)*410. Review period menus and production records - Quantities and meal pattern requirements met?***Finding 9076: Planned menus served during 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 planned menu and served during the Review Period meet the minimum meal pattern requirements for the age/grade group K-5 being served. Meals served with insufficient portion size or insufficient quantities of meal components are incomplete and may not be reimbursable. A peanut butter sandwich was offered daily consisting of 2 Tablespoons of peanut butter, which credited as 1.00 ounce/equivalents of meat/meat alternate. This would cause the weekly meat/meat alternate quantity to be insufficient.

Corrective Action:

The Food Service Director immediately sent an email to all cafeteria managers to offer a 1 ounce cheese stick with the peanut butter sandwich, this will meet the weekly meat/meat alternate requirement. No further action required.

Technical Assistance:

The school was provided technical assistance during the on-site visit.