



***Program Year 2024***

**Tri-Central Community Schools (7935)**

4774 N 200 W  
Sharpsville, IN 46068-9457

**Food Service Contact**

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**Executive Contact**

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No. of Sites / Reviewed: 2 / 1

Month of Review: December 2023

**Certification and Benefit Issuance - Tri-Central Community Schools (7935)**

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.*

**Finding 9901: Selected applications correctly approved**

Two students on the income application sample did not have a current meal application on file and could not be found on the Direct Cert list or under Direct Cert lookup in the current year.

**Corrective Action:**

The benefit issuance errors were reviewed with the Food Service Director while onsite. She corrected the affected students' meal statuses on 2/01/24 and sent the required 10-day adverse action notification letter with an effective date of 2/11/24. **No further corrective action is needed.**

133. *Direct Certifications were correctly certified*

**Finding 9024: Direct Certifications were not correctly certified**

Direct certification documentation for selected students was reviewed for completeness and accuracy. One student was certified for free meals incorrectly. This student was not found on any Direct Cert list or under Direct Cert lookup in the current year.

**Corrective Action:**

The direct certification error was reviewed with the Food Service Director while onsite. She corrected the affected student's meal status on 2/01/24 and sent the required 10-day adverse action notification letter with an effective date of 2/11/24. **No further corrective action is needed.**

**General Program Compliance - Tri-Central Community Schools (7935)**

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

**Technical Assistance: Use of Short Non-discrimination Statement**

Technical assistance was provided to the Food Service Director related to the use of the short non-discrimination statement on the menus and email outreach. The correct statement is, "This institution is an equal opportunity provider."

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

**Technical Assistance: Wellness Policy Triennial Assessment & Outreach**

Technical assistance was provided to the Food Service Director and Superintendent regarding the need to complete the triennial assessment. They were further reminded to post the results of the assessment on the corporation website.

Triennial Assessment Template: <https://www.in.gov/doe/files/triennial-assessment-template.pdf>



1217. SFA's process and frequency for tracking training hours is sufficient

**Technical Assistance: Documentation of Staff Training**

The Food Service Director was reminded to keep detailed agendas when conducting staff training. The template below can be used.

<https://acrobat.adobe.com/link/review?uri=urn:aaid:scds:US:388c5cd8-5ecf-347a-8b54-a75f97924e16>



*Program Year 2024*

**Tri Central Jr.-Sr. High School (8155)**

4774 N 200 W  
Sharpsville, IN 46068-9457

**Food Service Contact**

Mrs. Tami L Wyant  
Food Service Director  
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Month of Review: December 2023

Date of Onsite Review: January 18, 2024

**Meal Components & Quantities - Tri Central Jr.-Sr. High School (8155)**

*400. Day of Review- all required meal components were available to all students during the entire meal service*

**Technical Assistance: Hot Breakfast Entrée Options & 2nd Chance Breakfast**

The Food Service Director was provided technical assistance regarding the hot breakfast entrées. During the 2nd chance breakfast, the hot entrée option leftovers from 1st breakfast were served until they ran out; not many students were allowed to choose them. The remainder of the students had the choice of grabbing a breakfast break with cereal. Students have plenty of time to eat during both breakfast services, so it was recommended to serve the hot entrée offered at 1st breakfast throughout the 2nd chance breakfast as well or indicate on the menu that the 2nd chance breakfast only offers the cold breakfast break option.

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

**Technical Assistance: Production Records**

The Food Service Director was reminded that the specific food items served at breakfast need to be indicated on the production records. Instead of "WG cereal" or "2nd Chance Breakfast," the individual varieties served should be noted. In addition, the specific fruit juices offered at breakfast need to be stated, not just "fruit juice."

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

**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 menu planned and served during the review period meet the minimum meal pattern requirements for the age/grade group(s) being served. At lunch, grain-based desserts exceeded the 2 oz eq maximum for the week. The daily yogurt meal & salad shaker included a "berry crisp bar" which is categorized as a grain-based dessert and credits as 2 oz eq. Over the course of the week, 10 oz eq of grain-based desserts was offered.

**Corrective Action:**

The Food Service Director was provided technical assistance onsite. Other grain options, such as crackers or pretzels, that could be served with each entrée option were discussed. The FSD updated the menu for the remainder of January to ensure that no more than 2 oz eq of grain-based desserts were planned. The Field Specialist confirmed with the FSD that the menu cycle for the remainder of the semester has been updated. **No further corrective action is needed.**



***Program Year 2024***

**General Program Compliance - Tri Central Jr.-Sr. High School (8155)**

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

**Technical Assistance: Signatures on Onsite Monitoring Form**

Technical assistance was provided to the Food Service Director related to ensuring that the cafeteria manager and reviewer both sign the monitoring form.

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

**Technical Assistance: Date Marking & FIFO Inventory Management**

Technical assistance was provided to the Food Service Director related to the use of a uniform system for date-marking product as it is received to ensure First In, First Out rotation.