



SNP Administrative Review Findings
Program Year 2024

Victory College Prep (9575)

Victory College Prep (9575)

1780 Sloan Avenue
Indianapolis, IN 46203-3640

No. of Sites / Reviewed: 1 / 1
Month of Review: February 2024

Food Service Contact

Mrs. Patricia Schelling
Director of HR & Finance
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FSMC: Chartwells

Executive Contact

Mr. Luke Kahren
Chief Operating Officer
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Commendations

- * The SFA was very organized and well prepared for the review.
- * The staff were friendly and willing to learn and make any corrections noted on the review.

No Administrative Findings during Review



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Food Service Contact

Ms. Patricia Schelling
Director of HR & Finance
(317) 351-1534

Month of Review: February 2024

Date of Onsite Review: March 6, 2024

Meal Counting & Claiming - Victory College Prep (5523)

318. Day of Review- each meal service line provides an accurate count by eligibility category at the point of service

Technical Assistance: Meal Counting and Claiming

Be sure that the electronic POS is always attended. Observed on the day of review, a few students came through line while POS was unattended.

Meal Components & Quantities - Victory College Prep (5523)

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

Technical Assistance: Meal Components and Quantities

Please continue to coach students through the line reminding them they must take a milk at breakfast as a requirement for non-OVS meal service. Students are required to take all components.

403. Day of Review- fluid milk (or allowable substitutions) was available in at least two allowable varieties throughout the serving period on all meal service lines

Technical Assistance: Milk Cooler

A cooler or ice tray must be implemented for the share table items such as milk. Milk from breakfast was on the share table and had to be tossed because it was out of temp. As a reminder, share table items can be refrigerated and placed out on the share table again the next day. Technical assistance was provided, and this was addressed onsite.

403. Day of Review- fluid milk (or allowable substitutions) was available in at least two allowable varieties throughout the serving period on all meal service lines.

Finding 9000: Milk substitutions

Milk substitutions are not being accommodated according to USDA guidelines.

Corrective Action:

As corrective action, a lactose free milk must be purchased to accommodate lactose free students. **Documentation was shown on the day of the review. No additional response is required.**



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Technical Assistance:

This was thoroughly discussed, and technical assistance was provided on the day of review.

500. Day of Review- Offer vs. Serve was properly implemented

Finding 9078: School is not properly implementing Offer vs. Serve.

As observed on the Day of Review, one or more cashiers did not demonstrate a clear understanding of OVS and its requirements. Where a student selected a reimbursable meal, the student was made to select an additional item(s).

Corrective Action:

As corrective action, offer vs serve training in Moodle must be completed for all food service staff. Retrain cashiers in OVS requirements, including the daily enforcement of OVS requirements. Provide written documentation of the training, including the date, the agenda, and a sign in sheet of attendees.

Technical Assistance:

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

General Program Compliance - Victory College Prep (5523)

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. Canned goods were observed with no date mark label as well as opened bags with no date mark label.

Corrective Action:

As corrective action, please explain what procedures will be in place to ensure that canned goods and opened food items are always date labeled.

Technical Assistance:

Technical assistance was provided on the day of the review.

Other Federal Programs - Victory College Prep (5523)

1700. ASSP – areas identified requiring TA.

Technical Assistance: After School Snack Program

As technical assistance, students are not required to take the snack if they don't want a snack. There is also availability to place items that students do not want onto the share table as well. In addition, reimbursable snacks must include two different food group components in the minimum portion sizes.