

**SNP Administrative Review Findings****Ace Preparatory Academy (9970)***Program Year 2020***Ace Preparatory Academy (9970)**

5326 Hillside Ave.  
Indianapolis, IN 46220-3446

**Food Service Contact**

Mrs. Kerriesha L Adams  
Manager of Operations  
(317) 744-9847  
FSMC: Food Service Professionals

**Executive Contact**

Ms. Anna Shults  
Head of School  
(317) 744-9847

No. of Sites / Reviewed: 1 / 1  
Month of Review: September 2019

**Commendations**

- \* This school has a really great system for counting meals served at breakfast in the classroom- a daily/weekly attendance sheet includes columns for teachers to document that a student in attendance has taken a full breakfast, making it very easy on the teachers and easy for school staff to count meals served later on. Please keep up the great work at breakfast and with following all other program requirements!

**Technical Assistance**

- \* Even though the vendor (Side Street Deli) is providing apples that are large enough to credit as 1 cup of fruit to meet the breakfast fruit requirement, a discussion took place regarding offering a variety of fruit each day and over the course of a week. The 1 cup requirement can be broken into 2- 1/2 cup servings of different fruit or juice each day- not all students like the same types of fruit and offering a variety increases the chance that everyone will find something they like and decreases the amount of fruit wasted. School staff said they would like to see more than just apples offered each day and the vendor said they would accommodate.

**General Program Compliance - Ace Preparatory Academy (9970)**

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

**Finding 9000: Technical Assistance- Local Wellness Policy Assessment****Technical Assistance:**

An assessment of the LWP has not yet been done. Please use the resources found on <https://theicn.org/cnss/assessment-needs-assessment-monitoring-and-evaluation/> to assess your Local Wellness Policy at least once every three years. Be sure any assessment involves all interested stakeholders and is published to your school community.

*1501. Records are retained for 3 years*

**Finding 9000: Complete Production Records**

Production records list "fresh fruit" offered daily, do not specify what is actually served.

**Corrective Action:**

Complete and accurate production record requirements were discussed with Dennis of Side Street Deli. Vendor staff will immediately begin specifying what fruit is offered each day, the serving size, and the number of servings. No further action required.

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*Program Year 2020*

**Ace Preparatory Academy (1111)**

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Month of Review: September 2019

Date of Onsite Review: October 15, 2019

**Meal Counting & Claiming - Ace Preparatory Academy (1111)**

*325. Review Period- meal counts by category were correctly used in the claim for reimbursement*

**Finding 9074: School's meal counts by category not used correctly in the SFA's claim for reimbursement.**

A review of meal count records revealed multiple days in which meals were not correctly added together- this was due largely to the practice of trying to count meals by category (free/reduced/paid) while the school was operating CEP. The errors resulted in an underclaim and the school was able to submit a claim revision.

**Corrective Action:**

Correct meal counting procedures and practices for CEP operation were discussed with school staff. Going forward, only total meals served will be counted (instead of trying to determine student eligibility and counting meals by category). Daily meal counts will also be double-checked by a second member of the staff. No further action required.

**Meal Components & Quantities - Ace Preparatory Academy (1111)**

*402. Day of Review- the minimum daily quantity requirements are met for the age/grade group being served*

**Finding 9052: Day of Review portion sizes insufficient.**

Only 1/2 cup fruit was offered to one student at breakfast. The student had requested not to have apples (all other students were given apples), so 1/2 cup canned pears were given to him. Kitchen staff were unaware that this was insufficient.

**Corrective Action:**

Fruit quantity requirements were reviewed with kitchen staff that pack breakfast bags. No further action required.