

SNP Administrative Review Findings

Ambassador Christian Academy (K406)

Program Year 2020

Ambassador Christian Academy (K406)

****New SFA****
900 W Ridge Road
Gary, IN 46408-2621

Food Service Contact

Ms. Sydney Thomas
Food Service Coordinator
(219) 887-4473
FSMC: Preferred Meal Systems

Executive Contact

Mrs. Danielle D Harris
Principal
(219) 887-4473

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

General Program Compliance - Ambassador Christian Academy (K406)

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 - Local Wellness Policy

Technical Assistance:

The SFA's wellness policy is compliant, but it is not posted in a public place. The policy must be posted on your website so there is public knowledge of it.

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

Technical Assistance - Professional Standards Training Tracking Tool

Technical Assistance:

While the SFA has taken the required training hours, there is nothing used to track all of their employees hours taken thus far. The state agency and SFA have discussed that all training hours need to be tracked in order to maintain their professional standards requirement.

1400. The written food safety plan contains required elements and a copy is available at each school

Finding 9142: The written food safety plan does not contain all the required elements.

The written food safety plan does not comply with the HACCP program criteria described in 7CFR 210.13(c). Missing elements: Standard Operating Procedures.

Corrective Action:

The SFA will create a document containing the SOPs that are specific to their food service operation. Please provide this to the state agency no later than one month from receiving your Administrative Review Letter.

SFA provided a copy of their updated food safety plan to the state agency. No further action is necessary.

Technical Assistance:

Please use the link provided to access a listing of Standard Operating Procedures (SOPs). Select the SOPs that are most specific to your food service operation. <https://www.doe.in.gov/nutrition/fs-develop-standard-operating-procedures-sops>

SNP Administrative Review Findings**Ambassador Christian Academy (K406)****Program Year 2020**

**Ambassador Christian Academy
(B806)**
900 W Ridge Road
Gary, IN 46408-2621

Food Service Contact
Ms. Sydney Thomas
Food Service Coordinator
(219) 887-4473

Month of Review: December 2019

Date of Onsite Review: January 9, 2020

Meal Components & Quantities - Ambassador Christian Academy (B806)

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

Finding 9075: Production records/supporting documentation indicate weekly meal pattern requirements for the age/grade group(s) not met.

Based on a review of production records and other supporting food crediting documentation for 1 week during the Review Period Dec 9-13, 2019, some meals served during the week reviewed did not meet the appropriate daily and weekly meal pattern requirements for the age/grade group(s) being served. Meals missing required meal components during the week reviewed: On Friday, December 13, there was only 1/2 cup of vegetable served instead of the required 3/4 cup.

Corrective Action:

The state agency and SFA discussed that it is a federal requirement to always meet the daily and weekly meal patterns. The SFA will purchase additional vegetables and fruit offerings for when their food service management company does not provide the appropriate amount of a component. This is understood and no further action is necessary.

Technical Assistance:

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

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 planned menu and served during the Review Period meet the minimum meal pattern requirements for the age/grade group(s) being served. Meals served with insufficient portion size or insufficient quantities of meal components are incomplete and are not reimbursable. Breakfast fruit totaled only 1/2 cup on 12/2/19 and 12/4/19, instead of the required 1 cup. There was only 1/2 cup of vegetable recorded on 12/4/19, 12/6/2019, and 12/18/19 instead of the required 3/4 cup.

Corrective Action:

The state agency and SFA discussed that it is a federal requirement to always meet the daily and weekly meal patterns. The SFA will purchase additional vegetables and fruit offerings for when their food service management company does not provide the appropriate amount of a component. This is understood and no further action is necessary.

Technical Assistance:

The school was provided technical assistance during the on-site visit. There must be a minimum of 3/4 cup vegetable offered with each lunch meal, and breakfast meals are required to have 1 cup of fruit offered.

Other Federal Programs - Ambassador Christian Academy (B806)

1700. ASSP – areas identified requiring TA, CA?

Technical Assistance - Snack Production Records

Technical Assistance:

The SFA needs to add their snack serving sizes to their production records. The serving sizes were correct as seen from the delivery/order forms, however, it's still a federal requirement to include the serving sizes on the production record.

