

SNP Administrative Review Findings

Andrew J Brown Charter School (9615)

Program Year 2023

Andrew J Brown Charter School (9615)

3600 N. German Church Road
Indianapolis, IN 46235-8504

No. of Sites / Reviewed: 1 / 1
Month of Review: October 2022

Food Service Contact

Mr. Lewis King
Food & Nutrition Coordinator for
AJB
(765) 405-9243
49.Lking@nhaschools.com

FSMC: SFE-Southwest
Foodservice Excellence, LLC

Executive Contact

Mr. Phoebe Perkins
Principal
(317) 891-0730
49.pperkins@nhaschools.com

Commendations

- * The school and food service management company both have success as their main goal in working with the School Nutrition Program. They both take constructive criticism well. Once it is heard, they will either start to work toward that improvement immediately or show you how they are already currently achieving that in some way.

Resource Management Comprehensive Review - Andrew J Brown Charter School (9615)

774. Verification of Indirect Cost Documentation

Indirect Cost Technical Assistance

The SFA should keep full records on how the Indirect Cost basis was determined and the calculations showing the allowable IC. If using a FSMC with a fixed price contract, the SFA should get some type of percentage of the fixed price contract that can be used to calculate the portion of the contract that is used for labor, in order to be able to use labor in the calculation.

774. Verification of Indirect Cost Documentation

Internal Control Procedures Technical Assistance

Due to your last audit, the state agency wanted to remind the SFA to always have internal control procedures in place to ensure that if ever Child Nutrition funds (i.e., student prepaid accounts, for a la carte items) are received, they are deposited into an account. Documentation would then need to be kept on file that would support this deposit.

SNP Administrative Review Findings

Andrew J Brown Charter School (9615)

Program Year 2023

**Andrew J Brown Charter School
(5488)**

3600 N. German Church Road
Indianapolis, IN 46235-8504

Food Service Contact

Mr. Lewis King
Food and Nutrition Coordinator for AJB
(765) 405-9243

Month of Review: October 2022

Date of Onsite Review: December 14, 2022

Meal Counting & Claiming - Andrew J Brown Charter School (5488)

317. Day of Review- meal counting system prevents overt identification and eligible students are not treated differently than other students

Meal Counting & Claiming Technical Assistance

For meal counting, we recommend the use of your point of service software because it:
Accurately reflects meal service by student
Helps manage Special Dietary needs
Helps households manage their child's accounts
Speeds up the serving line

General Program Compliance - Andrew J Brown Charter School (5488)

1300. Potable water is free and available to all students during lunch and breakfast

Promoting Water Consumption Technical Assistance

While the potable water requirement is being met during the breakfast and lunch meal services, promoting its consumption with signs because of its location is advisable and/or having water containers with paper cups would be a second option.

1502. Records are retained for 3 years

Child Nutrition Record Retainment Technical Assistance

Due to a finding noted during your last audit, the state agency would like to remind the SFA that all Child Nutrition Program records are to be kept on file for the last three years plus the current participating year.