

SNP Administrative Review Findings

Aspire Charter Academy (9685)

Program Year 2022

Aspire Charter Academy (9685)

4900 W 15th Ave
Gary, IN 46406-2308

Food Service Contact

Mr. Latiffany Britt
Lunch Coordinator
(219) 944-7400
76.lbritt@nhaschools.com
FSMC: Preferred Meal Systems

Executive Contact

Dr. ReNae Robinson
Principal
(219) 944-7400
76.rrobinson@nhaschools.com

No. of Sites / Reviewed: 1 / 1
Month of Review: December 2021

General Program Compliance - Aspire Charter Academy (9685)

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

Technical Assistance:

The most recent wellness policy assessment is not reflected in the latest wellness policy located on the school's website. You must use your latest assessment to update your school's wellness policy prior to PY 2023.

1212. New School Nutrition Programs Director met hiring requirements

Technical Assistance:

Effective program year 2023, the SFA must employ a food service director to be on site multiple days a week, to provide direct oversight to the FSMC contract. This includes being approved by the IDOE hiring requirements, completing an eight-hour food safety training once every five years, and completing the required number of training hours yearly.

1501. Records are retained for 3 years

Finding 9152: SFA not retaining Program records for a minimum of 3 years.

The SFA is not retaining the appropriate records regarding program management for 3 years after the final Claim for Reimbursement for the fiscal year or until resolution of any audits. During the review, the SFA could not provide the original daily meal count sheets for the month of review. For meals in the classroom, each teacher completes their own daily meal count sheet and those copies could not be located. The information is transferred to another daily meal count which is kept on file.

Corrective Action:

The SFA and State Agency have discussed that all original records must be kept on file and accessible for review. This is understood and no further action is necessary.

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Aspire Charter Academy (9685)

Program Year 2022

Aspire Charter Academy (4043)

4900 W 15th Ave
Gary, IN 46406-2308

Food Service Contact

Ms. LaTiffany Britt
Food Service Coordinator
(219) 750-1152

Month of Review: December 2021
Date of Onsite Review: May 5, 2022

Other Federal Programs - Aspire Charter Academy (4043)

7. Site monitored in first 4 weeks of operation, date, deficiencies/CA?

Finding 9228: The SFA has not monitored this site's Afterschool Snack Program within the first 4 weeks of operation each year.

Afterschool Snack Program operation at this site: ASSP operation started in November 2021. SFA monitoring visit did not occur in program year 2022.

Corrective Action:

SFA is required to monitor snack by end of PY 2022 for corrective action and provide proof of completion to the State Agency.

SFA completed on site monitoring on May 6, 2022. No further action is necessary.

Meal Counting & Claiming - Aspire Charter Academy (4043)

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

Finding 9066: Inaccurate meal counts by eligibility category at the POS.

As observed on the Day of Review, each type of meal service line does not provide an accurate count by eligibility category at the point of service. Daily meal count sheets are not being used properly at the point of service. All meals are served in the classroom and teachers are using the daily meal count sheets.

Corrective Action:

The SFA must send a memo to all teachers informing them of proper use of the daily meal count sheet. Proof of this must be provided to the State Agency. The SFA has completed this and no further action is necessary.

Meal Components & Quantities - Aspire Charter Academy (4043)

401. Day of Review- all meals observed and counted for reimbursement contained all of the required meal components

Finding 9000: Meal Components

Not all breakfast meals included the fruit component. Breakfast is served in each classroom and not all students observed during breakfast had the required fruit component. It was hard to determine how many meals were served without the fruit component, therefore, all breakfast meals will be disallowed on April 27, 2022.

Corrective Action:

The SFA must send a memo to all teachers letting them know that all meals must include all components. Proof of this must be provided to the state agency. The sponsor was instructed to remove the disallowed breakfasts from the April claim for reimbursement.

The SFA has completed this and no further action is necessary.

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

Technical Assistance - Food Production Records

Technical Assistance:

On the food production record, the lunch manager records all vegetables as 1/2 cup, however, they are serving 3/4 cup portion of vegetables. Please make sure the correct serving size is listed on the production record.

Additionally, the column for "total purchase units of food prepared" must be completed on the production record.