



SNP Administrative Review Findings Program Year 2026

Benton Community School Corp (0395)

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405 South Grant Avenue
Fowler, IN 47944-0512

Food Service Contact

Mrs. Missy S Corns
Food Service Director
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Executive Contact

Mrs. Annette Zupin
Superintendent
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No. of Sites / Reviewed: 3 / 1

Month of Review: December 2025

Commendations

- * The food service director is to be commended for being exceptionally well-organized and thoroughly prepared for the review.
- * A very nice selection of visibly appealing fruits and vegetables is available daily for the students.
- * All free and reduced applications and direct certification matches were processed correctly and in a timely manner.

Technical Assistance

- * The production records appear complicated. Although the required elements are present on each, there seem to be many different papers to get to the end result. It is recommended to use the State agency production recorded template on the IDOE website: <https://www.in.gov/doe/files/Interactive-Food-Production-Record-for-Breakfast-and-Lunch.xlsx>.
- * Ensure the serving line features updated and well-maintained signage by replacing any worn, faded, or damaged signs.

Resource Management Comprehensive Review - Benton Community School Corp (0395)

767. Nonprogram Revenue and Food Cost Ratio

Finding 10174: Revenue ratio was less than its food cost ratio.

The SFA found that its revenue ratio was less than its food cost ratio and did not take action to adequately resolve the deficit.

Corrective Action:

The SFA must take additional steps to ensure compliance with non-program food revenue requirements. Such steps may include:

- Sufficiently increase non-program food prices,
- add sufficient funds to the SFA's non-profit school food service account,
- and/or take other actions to adequately resolve the problem.

For corrective action, please explain what actions have been taken to ensure compliance with non-program food revenue. Additionally, provide to the State agency documentation of the actions, such as:

- Point-of-sale price listing showing a la carte price increases,
- Deposit of non-federal funds and plans to regularly maintain the non-federal fund contribution to the non-profit school foodservice account,
- Updated non-program food revenue tool showing compliance as a result of increased prices or the addition of non-federal funds.

Non-federal funds were deposited into the NPFSA and a price increase will take effect in SY 26-27. Additional response is not required.

Technical Assistance:

USDA non-program food revenue guidance can be found at the following websites: <https://www.in.gov/doe/files/sp20-2016s-non-program-food-guidance.pdf>; <https://www.usda.gov/sites/default/files/guidance-documents/fns.SP39-2011r.pdf>.

General Program Compliance - Benton Community School Corp (0395)

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

Finding 10137: Wellness Policy Requirements

The local school wellness policy does not contain the minimum required elements. The following elements are missing:

-A local (non-staff) stakeholder was omitted from the list of required members of the wellness committee.



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Corrective Action:

As corrective action, the local school wellness policy committee must review and update the wellness policy to include all required members, including a non-staff stakeholder. Please provide the notification sent to non-staff stakeholders and updated committee list to State agency. Corrective action has been provided. Additional response not required.

Technical Assistance:

Wellness policy resources can be found at the following website: <https://www.in.gov/doe/nutrition/wellness-policies/>.



SNP Administrative Review Findings
Program Year 2026

Benton Community School Corp (0395)

Otterbein Elementary School (0421)

405 South Grant Avenue
Fowler, IN 47944-0512

Food Service Contact

Ms. Kathy Blake
Cafeteria Manager
(765) 583-4401

Month of Review: December 2025

Date of Onsite Review: January 13, 2026

General Program Compliance - Otterbein Elementary School (0421)

1406. The most recent food safety inspection report is posted in a publicly visible location

Finding 9147: Food Safety Inspection Report

The most recent food safety inspection report is not posted in a publicly visible location; instead, it is placed behind the service line, requiring individuals to go behind the line to read it.

Corrective Action:

For corrective action, please move the most recent report to a more publicly visible location and submit a picture of the new location to the State agency. The food safety inspection was posted and documentation submitted.

Additional response is not required.

Technical Assistance:

As a reminder, the SFA should ensure all schools have the health inspection posted in a location visible to the public.

1409. On-site or off-site storage violations were observed

Finding 9150: Storage Violations

The following storage violations were observed during the onsite review: The First In, First Out (FIFO) inventory management method is not being used as there were numerous opened bags, bags out of original boxes not date marked.

Corrective Action:

As corrective action, staff have been trained on the correct standard operating procedure to ensure storage violations do not occur. Additionally, the SFA provided the State agency with a dated training agenda and sign-in sheet as proof that staff were trained. Additional response not required.

Technical Assistance:

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.