

SNP Administrative Review Findings

Bloomfield School District (2920)

Program Year 2020

Bloomfield School District (2920)

501 W Spring Street
Bloomfield, IN 47424-1111

Food Service Contact

Mrs. Marie Hasler
Food Service Director
(812) 384-2401

Executive Contact

Mr. Jeff Gibboney
Superintendent
(812) 384-4507

No. of Sites / Reviewed: 2 / 1
Month of Review: February 2020

Commendations

- * The food service director did a thorough on-site review of the program, including a precise corrective action that helped the staff implement changes immediately.

Certification and Benefit Issuance - Bloomfield School District (2920)

137. Eligibility determinations are correctly transferred to the Point of Service Benefits Issuance document

Finding 9029: Eligibility determinations not correctly transferred to the Point of Service Benefits Issuance document

***Repeat Finding**

Based on a review of documentation for selected students, certified eligibility is not always transferred correctly to the benefit issuance system (tickets, rosters, tokens, electronic POS terminal).

Six students identified on the direct certification files were issued a lesser benefit than what was qualified. All direct certifications are manually inputted into the point of sale.

Corrective Action:

During the remote review (due to COVID- 19), the cafeteria financial manager increased the student's benefits and contacted the households. The food service director contacted the free and reduced software company to see learn how to import the STN direct certification files electronically. Going forward, the SFA will complete an electronic import and then cross-check the point of sale system to ensure the benefits are issued correctly. Additional response is not required.

Technical Assistance:

This finding and requirements were discussed with the cafeteria financial manager and food service director during the remote review.

Verification - Bloomfield School District (2920)

209. Verified applications were selected correctly, correctly replaced (if necessary), and correctly verified

Technical Assistance- Verification for Cause

It was noted during the review that the SFA was in the process of completing Verification for Cause on one application. This verification for cause was not fully completed due to school closure for COVID- 19. Since verification for cause was started on an application, it should be fully completed because the outcome of this particular verification for cause will carry-over to the start of the 2020-2021 school year. The cafeteria financial manager contacted the household after discussing the verification for cause procedures with the reviewer.

General Program Compliance - Bloomfield School District (2920)

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- Triennial Assessment of the Local Wellness Policy

As a reminder, the triennial assessment must be completed every 3 years. Due to COVID 19, USDA has allowed an extension of the time to complete the review, if needed. This needs to be done by the end of 2021. Available resources to complete the assessment can be found at <https://www.doe.in.gov/nutrition/school-wellness-policy>.



SNP Administrative Review Findings

Bloomfield School District (2920)

Program Year 2020

Bloomfield Elementary School (2417)

501 W Spring Street
Bloomfield, IN 47424-1111

Food Service Contact

Mrs. Marie Hasler
Food Service Director
(812) 384-2401

Month of Review: February 2020
Date of Onsite Review: June 1, 2020

Meal Components & Quantities - Bloomfield Elementary School (2417)

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

Technical Assistance- Production Records

It was noted during the review that during breakfast, there is a grab-an-go option offered to elementary students in the cafeteria line. The kitchen staff is completing two production records, although all items are provided in the same area and meal service line. When the staff is completing the production records, it is causing confusion that leads to miscounting component servings, appearing as if the amount of fruit served for one meal option is less than required. It is highly recommended that the food service director works with the elementary kitchen staff to streamline to one elementary breakfast production record.