

SNP Administrative Review Findings

MSD of Boone Township (6460)

Program Year 2022

MSD of Boone Township (6460)

307 S Main St
Hebron, IN 46341-8914

Food Service Contact

Mrs. Beverly Hindes
Business Manager
(219) 996-4771
hindesb@hebronschools.k12.in.us
FSMC: Chartwells

Executive Contact

Mr. Jeff Brooks
Superintendent
(219) 996-4771
brooks@hebronschools.k12.in.us

No. of Sites / Reviewed: 2 / 1
Month of Review: January 2022

Commendations

- * - All meals served were reimbursable and meals looked terrific.
- Record keeping and documentation was very well organized and easily accessible for review.
- Great job with meal planning and service. All meals served were fully reimbursable and students have a great variety to choose from.

Technical Assistance

- * Effective program year 2023, even if contracting with a FSMC, the SFA must have a FSD to oversee 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.

Resource Management Comprehensive Review - MSD of Boone Township (6460)

753. Internal Controls

Technical Assistance - Internal Controls

Technical Assistance:

The school corporation must ensure the corporation employee overseeing the FSMC contract has a strong working knowledge of USDA programs. It is imperative that the School Food Authority (SFA) continue to review all documentation related to services provided by the FSMC, including but not limited to the following: reviewing the itemized monthly statements to ensure there are no questionable or unallowable charges billed to the food service account, reviewing the SFA available commodities for use in menus to ensure the corporation is getting full value from the use of commodities in reimbursable meals and not used for other activities, inspecting all kitchens on a regular basis to ensure foods are stored properly, rotated on FIFO, and secured from theft and spoilage.

General Program Compliance - MSD of Boone Township (6460)

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 Assessment

Technical Assistance:

The wellness policy was last updated in 2018. The SFA has plans to assess and update their wellness policy in Spring 2022. Please ensure that your wellness policy is assessed and updated once every three years. Please find all wellness policy guidance on our website here: <https://www.in.gov/doe/nutrition/wellness-policies/>

1403. *Review of agricultural food components indicates violations of the Buy American provision*

Technical Assistance - Buy American Provision**Technical Assistance:**

There were two products that violated the Buy American Provision at Hebron High School. In the walk-in refrigerator, there were Cherry tomatoes and yellow onions that were both products of Mexico. The state agency recognizes that many food products are difficult to acquire at this time, however, please keep in mind that you are using federal tax dollars to purchase these products. Please make every effort to purchase products that are from the United States.

SNP Administrative Review Findings

MSD of Boone Township (6460)

Program Year 2022

Hebron Sr High School (6813)

307 S Main St
Hebron, IN 46341-8914

Food Service Contact

Mr. Thomas C Gordon
Food Service Director
(219) 996-4771

Month of Review: January 2022

Date of Onsite Review: February 16, 2022

Meal Components & Quantities - Hebron Sr High School (6813)

400. Day of Review- all required meal components were available to all students during the entire meal service

Technical Assistance - Offer Versus Serve

Technical Assistance:

On the day of review, there were several questions about Offer Versus Serve during breakfast. The state agency is requiring the lunch manager to take the OVS training on inTEAM. Please provide the certificate to the state agency upon completion.

SFA has provided the training certificate on March 30, 2022. No further action is necessary.

General Program Compliance - Hebron Sr High School (6813)

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

Finding 9147: Most recent food safety inspection report is not posted in a publicly visible location.

Most recent food safety inspection report is not posted in a publicly visible location.

Corrective Action:

The most recent food safety inspection must be placed in a publicly visible location.

This was immediately corrected on the day of the review and no further action is necessary.

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

Finding 9150: Storage violations were observed.

The SFA must ensure that all its facilities for the handling, storage, and distribution of purchased and donated foods are properly safeguarded against theft, spoilage, and other loss. Canned goods were past their "use by" date.

Corrective Action:

The SFA will dispose of the products and no further action is necessary.