

**SNP Administrative Review Findings**

**Bremen Public Schools (5480)**

*Program Year 2022*

**Bremen Public Schools (5480)**

700 W. South St.  
Bremen, IN 46506-1620

**Food Service Contact**

Ms. Colleen Wruble  
Food Service Director  
(574) 546-3554

**Executive Contact**

Dr. Jim White  
Superintendent  
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No. of Sites / Reviewed: 2 / 1  
Month of Review: October 2021

**General Program Compliance - Bremen Public Schools (5480)**

*810. The USDA non-discrimination statement is on appropriate Program materials*

**Finding 9000: Non-discrimination Statement**

Upon review of the SFA's website, it was observed that the incorrect non-discrimination statement is posted.

**Corrective Action:**

The SFA contacted the corporation's IT department and had the website updated with the correct version of the non-discrimination statement. SFA has provided the SA with a copy of this update as corrective action. No further action required.

*1110. On-site observations validate Off-Site Assessment Tool responses to Smart Snacks questions and responses demonstrate compliance with FNS requirements*

**Finding 9000: Non-Compliant foods sold in vending machine during school day**

SA observed two non-compliant vending machines in the high school were on and selling foods during the school day. This is the third occurrence in a row during an administrative review for this issue.

**Corrective Action:**

School corporations are required to have one person overseeing Smart Snacks compliance and have a written process in place to ensure that all items sold to students during the school day either meet the Smart Snacks guidelines or are designated as one of only two allowable exempt fund raisers during the school year. In your corrective action response, provide the name of the person designated to ensure Smart Snacks compliance and the written process for handling Smart Snacks compliance within the corporation going forward. Additionally, notify the vending machine supplier and have the machines set on a timer that allows noncompliant foods to only be accessible 30 minutes after the school day ends until midnight. If that is not possible, all items (food and beverages) must be replaced with smart snack compliant foods. Once corrective action is submitted, the demonstration of ongoing compliance will be confirmed by a State Agency reviewer through an unannounced visit.

*1110. On-site observations validate Off-Site Assessment Tool responses to Smart Snacks questions and responses demonstrate compliance with FNS requirements*

**Smart Snacks Technical Assistance: Annual Reminders with Building Administrators**

SFA should annually discuss Smart Snacks procedures with all building administrators and staff and also review and update the calculator printouts as necessary to ensure nutritional information has not changed on items year to year. State Agency reviewer observed a few items that varied in the areas of calories and sodium. All items were still compliant even with the slight variations, but this may not always be the case.

**SNP Administrative Review Findings**

**Bremen Public Schools (5480)**

**Program Year 2022**

**Bremen Elementary & Middle School  
(5943)**

700 W. South St.  
Bremen, IN 46506-1620

**Food Service Contact**

Mrs. Colleen Wruble  
Food Service Director  
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Month of Review: October 2021

Date of Onsite Review: November 16, 2021

**Meal Components & Quantities - Bremen Elementary & Middle School (5943)**

*402. Day of Review- the minimum daily quantity requirements are met for the age/grade group being served*

**Finding 9000: Adult Portion Sizes**

Adults were served larger portions than students and charged the regular adult price. Per program regulations, adults are to be served the same portion size as students and charged the adult meal price. If larger portions are served, the adult must pay a la carte pricing for excess.

**Corrective Action:**

The SA spoke with all staff regarding this issue while on-site. Staff members now understand the importance of correct portion sizes and charging adults a la carte pricing if they request a larger size. No further action required.

*402. Day of Review- the minimum daily quantity requirements are met for the age/grade group being served*

**Meat/Meat Alternate Technical Assistance:**

The SA observed numerous students refusing the Meat/Meat Alternate on the day of review. When asked, the staff commented that many students refuse the MMA every day for various reasons. After observing this, the SA suggested offering an alternative entrée choice containing meat alternates (like peanut butter, yogurt, cheese, etc.).

While students who declined the MMA on the day of review did select a reimbursable meal with the other components, it would be nice for the students to have a choice of entrée so they might select a more satiating lunch.

**General Program Compliance - Bremen Elementary & Middle School (5943)**

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

**Finding 9150: Storage violations were observed.**

The SFA must ensure facilities where the handling, storage, and distribution of purchased and donated foods are kept are properly safeguarded against theft, spoilage, and other loss. Two violations were observed: All food is not stored at least 6 inches off the floor and an opened package of lettuce in Cambro container was not labeled and dated.

**Corrective Action:**

Kitchen staff corrected both violations on-site by moving items previously stored on the cooler floor to a shelf and labeled and dated the container of lettuce. No further action required.