

SNP Administrative Review Findings**Central Lutheran School (K027)****Program Year 2020****Central Lutheran School (K027)**

900 Green Street
New Haven, IN 46774-1740

Food Service Contact

Mrs. Joyce Bell
Food Service Manager
(260) 493-2502

Executive Contact

Mr. John Weber
Principal
(260) 493-2502

No. of Sites / Reviewed: 1 / 1
Month of Review: January 2020

Commendations

- * Staff had all the information for conducting the review in very organized files.
- * The menu offered a variety of choices for the students.

Certification and Benefit Issuance - Central Lutheran School (K027)*126. Certification: selected applications correctly approved***Finding 9901: Selected applications correctly approved**

One application was certified incorrectly. This contributed toward fiscal action calculations.

Corrective Action:

Corrections have been made to certification errors.

Technical Assistance:

Discussed with Bookkeeper the error in selecting the wrong frequency for one parent caused an error in calculations.

*129. Household notification of eligibility is consistent with Off-Site Assessment responses***Finding 9000: Technical assistance****Technical Assistance:**

Discussed with Principal that the persons approving the application should be listed as the first contact person so it is apparent that the hearing official is not the one approving and the hearing official is independent of the initial decision.

General Program Compliance - Central Lutheran School (K027)*1400. The written food safety plan contains required elements and a copy is available at each school***Finding 9142: The written food safety plan does not contain all the required elements.**

The written food safety plan does not comply with the HACCP program criteria described in 7CFR 210.13(c). Missing elements the process steps no cook, same day and complex was not completed.

Corrective Action:

Food Service Director is updating the Food Safety Plan to include the process steps. A copy will be emailed to the Field Specialist.

Technical Assistance:

Discussed with the Food Service Director and Principal the importance of listing all food items and recipes into a process of no cook, same day and complex.

SNP Administrative Review Findings**Central Lutheran School (K027)****Program Year 2020****Central Lutheran School (A370)**

900 Green Street
New Haven, IN 46774-1740

Food Service Contact

Mrs. Joyce Bell
Food Service Manager
(260) 493-2502

Month of Review: January 2020

Date of Onsite Review: February 6, 2020

Meal Counting & Claiming - Central Lutheran School (A370)

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

Finding 9000: Technical Assistance**Technical Assistance:**

Discussed with Food Service Director, Principal and Pre-school teachers that the meals need to be checked off in the classroom as the students are being served. Implemented during the review.

Meal Components & Quantities - Central Lutheran School (A370)

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

Finding 9075: Production records/supporting documentation indicate weekly meal pattern requirements for the age/grade group(s) not met.

Based on a review of production records and other supporting food crediting documentation for 1 week during the Review Period January 6-10. Missing recipe for the cheese toast and peanut butter and jelly sandwiches.

Corrective Action:

Food Service Director is required to watch the Standardized Recipe training in InTeam and prepare recipes for the Cheese toast and peanut butter and Jelly recipe. A copy of the recipes are to be sent to the Field Specialist.

Technical Assistance:

The school was provided technical assistance during the on-site visit. Discussed with Food Service Director that all items served with two or more items combined needs to have a standardized recipe.

General Program Compliance - Central Lutheran School (A370)

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

Finding 9150: Storage violations were observed.

The SFA must ensure that all of its facilities for the handling, storage, and distribution of purchased and USDA foods are properly safeguarded against theft, spoilage, and other loss. All food is not stored at least 6 inches off the floor.

Corrective Action:

Staff agreed to remove food from the bottom of the cooler which were being stored less than 6" off of the floor. A picture of the cooler is to be sent to the Field Specialist.

Technical Assistance:

Discussed with Food Service Director and Principal that all food items are to be stored 6" off of the floor.