

Program Year 2020

Charles A Beard Memorial School Corporation (3455)
8139 W US 40
Knightstown, IN 46148-9501

Food Service Contact
Mrs. Jody McMahel
Food Service Coordinator
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Executive Contact
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No. of Sites / Reviewed: 3 / 1
Month of Review: December 2019

Certification and Benefit Issuance - Charles A Beard Memorial School Corporation (3455)

126. Certification: selected applications correctly approved

Finding: Completion of Free and Reduced Applications Technical Assistance

Whenever a free or reduced application does not have the Social Security and/or Household Number Section(s) fully completed, the application is considered incomplete and must not have the eligibility benefit issued until completed. If the information documented on the free or reduced application is not legible, the application is also considered incomplete and the household needs contacted immediately and proper documentation must be noted.

126. Certification: selected applications correctly approved

Marking Changes on the Free and Reduced Applications Technical Assistance

When a submitted free or reduced application requires changes from the household, whoever makes the changes must initial, date, document the reason for the change and who from the household requested the change(s).

126. Certification: selected applications correctly approved

Finding: Selected applications correctly approved

Some students' free and reduced benefits were in error. The errors include misclassification, not updating the benefit after the first 30 school days, and incompleteness of an application.

Corrective Action:

Notification letters to inform the households regarding their specific error were sent out immediately with the date of correction and appeal procedures. In your corrective action plan address each error stated above and its specific action taken to help any recurrence. Also, in your submitted corrective action plan, state the date the correction was made in your point of sale software program for each student found in benefit error.

Technical Assistance:

A technical assistance was conducted regarding this specific finding while onsite.

Resource Management Comprehensive Review - Charles A Beard Memorial School Corporation (3455)

767. Nonprogram Revenue and Food Cost Ratio

Finding: Nonprogram Foods Revenue vs. Cost

The SFA's nonprogram food revenue was less than the nonprogram food cost, which indicates that the federal reimbursements are supporting a la carte sales. Since the food cost ratio is higher than the revenue ratio, the non-profit school food service account is subsidizing the cost of non-program foods.

Program Year 2020**Corrective Action:**

For your corrective action plan, confirm that your SFA will revise its non-program food pricing structure to increase the revenue to ensure the revenue ratio is greater than or equal to the food cost ratio. Alternatively, your SFA could provide non-Federal funds in the amount of the revenue shortfall to the non-profit school food service account..

General Program Compliance - Charles A Beard Memorial School Corporation (3455)

1602. On-site observations validate Off-Site Assessment Tool responses to SFSP and SBP Outreach questions and responses demonstrate compliance with FNS requirements

Charge Policy Enforcement Technical Assistance

As a sponsor participating in the USDA Child Nutrition Programs, your SFA's charge policy must be fully enforced.

1602. On-site observations validate Off-Site Assessment Tool responses to SFSP and SBP Outreach questions and responses demonstrate compliance with FNS requirements

SFSP Outreach Technical Assistance

All SFAs are required to inform households about the availability and location of free meals for students via the Summer Food Service Program.

Program Year 2020**Knightstown High School (2870)**

8139 W US 40
Knightstown, IN 46148-9501

Food Service Contact

Mrs. Jody McMahel
Food Service Director
(765) 345-2432

Month of Review: December 2019

Date of Onsite Review: January 15, 2020

Meal Components & Quantities - Knightstown High School (2870)

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

Finding: Breakfast Production Records

The daily breakfast production record columns are not always fully completed.

Corrective Action:

To help ensure that the meal pattern guidelines are being followed, fully completed daily production records must be documented. With your submitted corrective action plan, submit four weeks of fully completed breakfast production records.

Technical Assistance:

While onsite, a technical assistance was conducted regarding this specific finding.

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

Finding: 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 one week of the Review Period, some meals for one day did not meet the appropriate daily meal pattern vegetable requirement for the grades 9-12. The Review Period meals missing a sufficient serving size was on Thursday's for lunch. The error noted was students were only offered only 1/2 cup total vegetable instead of one cup.

Corrective Action:

While onsite, the food service director stated that on this day in the cycle menus, the vegetable served will be increased to one cup or a second 1/2 cup vegetable will be added.

No further action is required.

Technical Assistance:

The school was provided technical assistance during the onsite visit.

410. Review Period- planned menu quantities meet the meal pattern requirements

Menu Planning Technical Assistance

A technical assistance was conducted on the implications that may occur when in one week 5 more grain ounces are served than are required for breakfast. This could result in non-compliance with the average daily calorie requirement.



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410. Review Period- planned menu quantities meet the meal pattern requirements

Menu Planning Technical Assistance

A technical assistance was conducted on the implications that may occur when out of 15 lunch serving days, a starchy vegetable was offered on the menu nine days. This could result in non-compliance with the average daily calorie requirement.