

SNP Administrative Review Findings

Charter School of The Dunes (9310)

Program Year 2024

Charter School of The Dunes (9310)

7300 Melton Road
Gary, IN 46403-3101

Food Service Contact

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Executive Contact

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No. of Sites / Reviewed: 1 / 1
Month of Review: January 2024

Commendations

- * - Menus had a nice variety. Meals on day of review looked great.
- Staff were friendly and eager to learn.

General Program Compliance - Charter School of The Dunes (9310)

1007. On-site observations validate Off-Site Assessment Tool responses to Local School Wellness Policy questions and responses demonstrate compliance with FNS requirements

Finding 10140: Wellness Policy Review and Update

The following findings were noted regarding the review and update of the local school wellness policy: The review and update of the local school wellness policy did not occur as required.

Corrective Action:

As corrective action the following must occur:

LEAs must conduct an assessment of the wellness policy every 3 years, at a minimum. This assessment will determine compliance with the wellness policy, how the wellness policy compares to model wellness policies, and progress made in attaining the goals of the wellness policy. The local school wellness policy must be reviewed and updated by the wellness committee. A copy of the assessment must be submitted to the State Agency.

Technical Assistance:

Wellness policy resources can be found at the following website: <https://www.in.gov/doi/nutrition/wellness-policies/>.

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

Finding 9009: SFSP Outreach

Summer Food Service Program (SFSP) outreach to households was not conducted by the SFA. Although the SFA does not operate the SFSP, all program sponsors operating School Nutrition Programs must inform households of the availability of SFSP meals through other sponsors. The State Agency provides language through the Weekly Newsletter in early May for sponsors to use to meet this requirement.

Corrective Action:

The SFA agrees to conduct outreach at the end of each school year. The State Agency SFSP website is updated towards the end of May each school year with a link to a map of SFSP open sites. **As corrective action, the End of School Year Reminders and Updates Moodle Training must be completed. The training certificate must be provided to the State Agency as proof of corrective action.**

Technical Assistance:

USDA Policy Memo SP 07-2014, SFSP 07-2014 Expanding Awareness and Access to Summer Meals can be read at the following link: https://fns-prod.azureedge.us/sites/default/files/resource-files/SP07_SFSP07-2014os.pdf.

SNP Administrative Review Findings

Charter School of The Dunes (9310)

Program Year 2024

Charter School of the Dunes (1535)

7300 Melton Road
Gary, IN 46403-3101

Food Service Contact

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Month of Review: January 2024

Date of Onsite Review: February 15, 2024

Meal Components & Quantities - Charter School of the Dunes (1535)

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

Finding 9002: Meal components missing on Day of Review.

As observed on the Day of Review, required meal components were not available on every reimbursable meal service line to all participating students. The meal service line was missing components at the end of meal service. When school starts, students are allowed to take a grab and go meal to their classroom which consists of a granola bar, cheese stick, fruit, fruit juice, and milk. However, there were three students that were only offered a grain and a fruit juice to take to the classroom.

Corrective Action:

These three meals are considered unallowable will therefore not be claimed for reimbursement. The SFA, FSMC, and State Agency have discussed that all students must be offered the full reimbursable meal whether the meal is consumed in the cafeteria or the classroom. **This is understood and no further action is necessary, except to provide confirmation that the disallowed meals were not claimed for reimbursement.**

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

Finding 10139: Production Records

The following issues were noted with production records: the production record did not detail all choices offered within one or more meal components - vegetable subgroup. On January 25, 2024, not all of the vegetable choices are displayed on the production record. When the popcorn chicken bowl is offered as the main entrée, the mashed potatoes and corn are not listed separately on the production record. This makes it appear as if the alternate entrees do not have the option of selecting additional vegetables.

Corrective Action:

The FSMC representatives and state agency have discussed that all items must be listed on the production record.

The Production record was changed to include all vegetable components on February 15, 2024. **This is sufficient and no further action is necessary.**

501. Cafeteria staff have been trained on OVS

Finding 9079: Cafeteria staff have not been adequately trained on requirements and implementation of Offer vs. Serve.

Cafeteria staff have not been adequately trained on requirements and implementation of Offer vs. Serve. Cashiers were requiring students to grab additional items for breakfast, even if they had a complete meal.

Corrective Action:

The cashiers are required to take breakfast OVS training in Moodle. Provide the certification to the state agency when completed.

Technical Assistance:

Here are the instructions to access Moodle -

<https://docs.google.com/document/d/1FHEZKGaccC9nosDj7pU63PMVUtbfZeYwkkqW-Gkn8Q4/edit>.

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General Program Compliance - Charter School of the Dunes (1535)

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

Finding 9150: Storage violations were observed.

The SFA must ensure that all facilities for the handling, storage, and distribution of purchased and donated foods are properly safeguarded against theft, spoilage, and other loss. Temperature is not appropriately maintained for the walk-in freezer - documented temperatures are consistently above zero degrees Fahrenheit.

Corrective Action:

The SFA and State Agency have discussed the appropriate temperatures for the walk-in freezer. The SFA will also have their maintenance department inspect the freezer for any technical issues. **This is sufficient and no further action is necessary.**